

School Improvement Service

Continuing Professional Development

2019 / 2020



School Improvement
Service

Severn

Teaching School Alliance



a co-operative
council



Telford & Wrekin
COUNCIL

Contents

[Course Booking Information](#)

[Complaints Procedure](#)

[School Improvement Service CPD Booking Form](#)

[Course Calendar](#)

Section 1: Assessment *(all primary phase unless stated otherwise)*

[CPD 501](#): Assessment - interpreting and using your Analyse School Performance and Inspection Dashboard *(an interactive workshop)*

[CPD 502](#): Assessment - termly update *(morning)*

[CPD 503](#): Assessment - termly update *(twilight)*

[CPD 504](#): Preparing for Statutory Assessments at the End of KS2

[CPD 505](#): Preparing for Statutory Assessments at the End of KS1

[GO 507](#): Assessment - interpreting and using the Analyse School Performance System

[CPD 701](#): Assessing and Monitoring Progress in EAL

Section 2: Curriculum Teaching and Learning

[CPD 524](#): Practical Strategies & Resources for the Induction of New to English Pupils

[CPD 507](#): Recently Qualified Teacher Development Programme *(primary / special)*

[CPD 512](#): Primary ICT Coordinators' Update

[LSAT 401](#): Practical Approaches to Supporting SEN Across the Curriculum

[LSAT 402](#): Supporting Pupils with Characteristics of Dyslexia through a Multisensory Approach to Teaching and Learning

[CPD 521](#): The Essential Induction Event for Newly Qualified Teachers

[CPD 601](#): EAL & SEND

[CPD 522](#): Newly Qualified Teacher Development Group - Supporting and Accelerating your Progression

[CPD 517](#): Primary Science Subject Leaders' termly update and development meeting

[CPD 526](#): EAL Network Meeting

[EY 017](#): Supporting Mathematical Development in the EYFS

[CPD 701](#): Assessing and Monitoring Progress in EAL

[LSAT 406](#): Numicon: Breaking Barriers

[CPD 602](#): Meeting the Needs of EAL Students in Secondary Schools

[CPD 603](#): EAL & Maths

[LSAT 303](#): The Graduated Approach

[CPD 504](#): Preparing for Statutory Assessments at the End of KS2

[CPD 514](#): Annual Professional Training Event for Newly Qualified Teachers

[CPD 702](#): Closing the reading gap for EAL learners at KS2

[CPD 703](#): Working with EAL learners in EYFS

[LSAT 407](#): Bringing the learning into nurture groups and mini-classrooms

[CPD 505](#): Preparing for Statutory Assessments at the End of KS1

[CPD 351](#): Embedding Equalities and Diversity in the Primary School

[LSAT 409](#): What are we talking about?

[CPD 529](#): Effective Interventions for EAL

[CPD 533](#): Preventing and Dealing with Racist Bullying

[CPD 527](#): An Introduction to EAL for Newly Qualified Teachers

[CPD 616](#): Developing the Role of the EAL Coordinator

[CPD 606](#): Promoting Cultural Diversity and Equality of Opportunity in EYFS

[CPD 607](#): Festivals and Cultural Celebrations: Workshops

Section 3: Leadership and Management

[Absence Management of Employees](#)

[Pay and Conditions of Employment](#)

[CPD 517](#): Primary Science Subject Leaders' termly update and development meeting

[Safer Recruitment Training](#)

[GO 508](#): Financial Health and Efficiency: Understanding School Funding

[Managing Employee Capability \(Performance Management\)](#)

[Employee Investigations Training](#)

[CPD 520](#): NQT Induction Tutor/ Mentor - initial training

[SG 108](#): Raising Awareness of Child Protection

[SG 201](#): Managing Sexual Violence & Sexual Harassment in Schools

[GO 606](#): The DfE's 'Reducing Teacher Workload Toolkit' - Advice and Information for Governors

[CPD 516](#): Induction Tutors & Induction Mentor: Update, Training & Network Meeting

[SG 102](#): Newly Appointed Designated Safeguarding Leads' Training (*two full days*)

[SG 105 & SG 106](#): Designated Safeguarding Leads' and Safeguarding Governor Termly update

[LSAT 403](#): SEND - Building Capacity in your School

[CPD 507](#): Recently Qualified Teacher Development Programme (*primary / special*)

[GO 502](#): Induction Training for New Governors

[SG 103](#): Governors' Responsibilities for Safeguarding

[EY 113](#): Developing Early Years & Childcare Provision - supporting school sustainability and child outcomes

[SG 107](#): Designated Safeguarding Leads Refresher

[CPD 704](#): NQT Annual Celebration Event

[GO 504](#): Taking the Chair

[CPD 512](#): Primary ICT Coordinators' Update

[SG 101](#): PREVENT - Mop up session

[CPD 501](#): Assessment - interpreting and using your Analyse School Performance and Inspection Dashboard (*an interactive workshop*)

[CPD 502](#): Assessment - termly update (*morning*)

[CPD 503](#): Assessment - termly update (*twilight*)

[SG 202](#): Ofsted - Exceptional Pupil Movement & Off-rolling - understanding the inspection framework

[CPD 609](#): Online Safety – a Safeguarding Responsibility

[GO 507](#): Assessment - interpreting and using the Analyse School Performance System

[GO 505](#): Promoting the performance of disadvantaged students

[GO 506](#): School Attendance & the Law

[LSAT 408](#): Coaching skills for SENDCOs

[CPD 616](#): Developing the Role of the EAL Coordinator

[GO 607](#): Performance Management of your Headteacher - a practical guide for governors

[CPD 601](#): EAL & SEND

[SG 104](#): Governors' Responsibilities for Exclusions

[CPD 526](#): EAL Network Meeting

[CPD 351](#): Embedding Equalities and Diversity in the Primary School

[CPD 533](#): Preventing and Dealing with Racist Bullying

[CPD 701](#): Assessing and Monitoring Progress in EAL

Section 4: Teaching Support Staff

[CPD 524](#): Practical Strategies & Resources for the Induction of New to English Pupils

[CPD 528](#): EAL for Support Staff

[CPD 602](#): Meeting the Needs of EAL Students in Secondary Schools

[CPD 702](#): Closing the reading gap for EAL learners at KS2

[CPD 601](#): EAL & SEND

[CPD 526](#): EAL Network Meeting

[CPD 703](#): Working with EAL learners in EYFS

[CPD 606](#): Promoting Cultural Diversity and Equality of Opportunity in EYFS

[CPD 607](#): Festivals and Cultural Celebrations: Workshops

Section 5: Newly Qualified Teachers *(all cross phase unless stated otherwise)*

[CPD 520](#): NQT Induction Tutor/ Mentor - initial Training

[CPD 521](#): The Essential Induction Event for Newly Qualified Teachers

[CPD 516](#): Induction Tutors & Induction Mentor: Update, Training & Network Meeting

[CPD 522](#): Newly Qualified Teacher Development Group: Supporting and Accelerating your Progression

[CPD 704](#): NQT Annual Celebration Event

[CPD 514](#): Annual Professional Training Event for Newly Qualified Teachers

[CPD 527](#): An Introduction to EAL for Newly Qualified Teachers

Section 6: Early Years *(all primary phase)*

[EY 201](#): Forest School and Outdoor Learning for Practitioners Working within EYFS

[EY 001](#): An Introduction to the Early Years Foundation Stage

[EY 202](#): Supporting Boys' Learning in the EYFS

[EY 104](#): Best practice in your breakfast, afterschool and holiday provision

[EY 007](#): Early Years Coordinators' Update

[EY 010](#): Effective Partnership Working with Parents / Carers in the EYFS

[EY 023](#): Listen with Lucy in Schools

[EY 017](#): Supporting Mathematical Development in the EYFS

[EY 113](#): Developing Early Years & Childcare Provision - supporting school sustainability and child outcomes

[EY 203](#): Planning in the Moment Full day and follow up session

[EY 106](#): The Role of the Key Person in Supporting & Enhancing Play

[EY 008](#): The Role of the Early Years Practitioner in supporting and enhancing play

[EY 103](#): Developing the Role of the EY SENDCO

[EY 011](#): Observing children in the EYFS the what, the why and how to.

[EY 108](#): Supporting Early Years pupils with speech, language & communication needs *(SLCM)*

[EY 111](#): Supporting Early Years pupils with Social, Emotional & Mental Health difficulties

[EY 015](#): Early Years Conference

[EY 110](#): Supporting Early Years Pupils with Social Communication & Interaction Difficulties *(ASD/ASC)*

[GO 603](#): The Importance of the Early Years Foundation Stage in Schools

[CPD 606](#): Promoting Cultural Diversity and Equality of Opportunity in EYFS

[CPD 607](#): Festivals and Cultural Celebrations: Workshops

[CPD 703](#): Working with EAL learners in EYFS

Section 7: Governance *(all cross phase unless stated)*

[GO 606](#): The DfE's 'Reducing Teacher Workload Toolkit' - Advice and Information for Governors

[GO 603](#): The Importance of the Early Years Foundation Stage in Schools

[GO 601](#): The Strategic Role of Governors

[GO 502](#): Induction Training for New Governors

[GO 504](#): Taking the Chair

[CPD 609](#): Online Safety – a Safeguarding Responsibility

[GO 505](#): Promoting the performance of disadvantaged students

[GO 506](#): School Attendance & the Law

[GO 607](#): Performance Management of your Headteacher - a practical guide for governors

[Pay and Conditions of Employment](#)

[SG 104](#): Governors' Responsibilities for Exclusions

[Safer Recruitment Training](#)

[GO 508](#): Financial Health and Efficiency: Understanding School Funding

[Managing Employee Capability \(Performance Management\)](#)

[Employee Investigations Training](#)

[CPD 532](#): Equality and Diversity for Governors

[GO 507](#): Assessment - interpreting and using the Analyse School Performance System

Section 8: EAL, Equalities and Diversity

[CPD 601](#): EAL & SEND

[CPD 524](#): Practical Strategies & Resources for the Induction of New to English Pupils

[CPD 527](#): An Introduction to EAL for Newly Qualified Teachers

[CPD 526](#): EAL Network Meeting

[CPD 701](#): Assessing and Monitoring Progress in EAL

[CPD 602](#): Meeting the Needs of EAL Students in Secondary Schools

[CPD 528](#): EAL for Support Staff

[CPD 603](#): EAL & Maths

[CPD 702](#): Closing the reading gap for EAL learners at KS2

[CPD 703](#): Working with EAL learners in EYFS

[CPD 616](#): Developing the Role of the EAL Coordinator

[CPD 351](#): Embedding Equalities and Diversity in the Primary School

[CPD 606](#): Promoting Cultural Diversity and Equality of Opportunity in EYFS

[CPD 532](#): Equality and Diversity for Governors

[CPD 529](#): Effective Interventions for EAL

[CPD 607](#): Festivals and Cultural Celebrations: Workshops

[CPD 533](#): Preventing and Dealing with Racist Bullying

Section 9: Safeguarding and Vulnerable Learners' Training *(all cross phase)*

[SG 108](#): Raising Awareness of Child Protection

[SG 201](#): Managing Sexual Violence & Sexual Harassment in Schools

[SG 102](#): Newly Appointed Designated Safeguarding Leads' Training *(two full days)*

[SG 105 & SG 106](#): Designated Safeguarding Leads' and Safeguarding Governor Termly update

[SG 104](#): Governors' Responsibilities for Exclusions

[SG 103](#): Governors' Responsibilities for Safeguarding

[SG 107](#): Designated Safeguarding Leads Refresher

[SG 101](#): PREVENT - Mop up session

[SG 202](#): Ofsted - Exceptional Pupil Movement & Off-rolling - understanding the inspection framework

[Safer Recruitment Training](#)

Section 10: SEND & Inclusion

Educational Psychology Service

[EPS 101](#): Promoting Positive Behaviour: Ordinary Magic by Ordinary Magicians

[EPS 003](#): Implementing Precision Teaching as Part of a Graduated Response

[EPS 102](#): Girls, Autism and Education: tailoring educational provision for girls on the spectrum

[EPS 103](#): Autism Education Trust Tier 2

[EPS 104](#): Autism or Attachment Disorder? - how to tell the difference

[EPS 105](#): Inclusion of Children with Down's Syndrome in Mainstream Schools

[EPS 106](#): ELSA Conference

[LSAT 404](#): Supporting Memory in the Classroom

Learning Support Advisory Team

[LSAT 401](#): Practical Approaches to Supporting SEN Across the Curriculum

[LSAT 302](#): New SENDCo: Establishing Yourself as a SEND Leader

[LSAT 402](#): Supporting Pupils with Characteristics of Dyslexia through a Multisensory Approach to Teaching and Learning

[LSAT 304](#): School Duties under the Equality Act 2010 & How to Write an Effective Accessibility Plan

[LSAT 403](#): SEND: Building Capacity in your School

[LSAT 404](#): Supporting Memory in the Classroom

[LSAT 405](#): Ready for Learning: Supporting the Social and Emotional Needs of children with SEND.

[LSAT 406](#): Numicon: Breaking Barriers

[LSAT 303](#): The Graduated Approach

[LSAT 407](#): Bringing the learning into nurture groups and mini-classrooms

[LSAT 408](#): Coaching skills for SENDCOs

[LSAT 409](#): What are we talking about?

[EY 103](#): Developing the Role of the EY SENDCO

Sensory Inclusion Service

[SIS 001](#): The Visually Impaired Child In your Class

[SIS 002](#): The Hearing Impaired Child In your Class

Section 11: Pupil Support Services

[PSS 001](#): Youth Mental Health First Aid

[PSS 002](#): Attachment Friendly Schools

[PSS 003](#): Restorative Justice

[PSS 0041](#): Emotion Coaching

[PSS 0042](#): Emotion Coaching

[PSS 0043](#): Emotion Coaching

[PSS 005](#): Understanding Behaviour for NQT's

[PSS 006](#): On the Move - a successful transition

[GO 503](#): Designated Governors for Children in Care network

[PSS 007](#): Designated Teacher for Children in Care Network

[PSS 008](#): Positive Behaviour in the Classroom

[PSS 009](#): Behaviour Support Termly drop In sessions

[PSS 010](#): Cover Supervisor Training

[BSAT 201](#) - Management of Actual or Potential Aggression (MAPA training)

Section 12: Health & Safety

Section 13: The Severn Teaching School Alliance

Course Booking Information

All course bookings and confirmations for School Improvement CPD (*) are administered through the:

**School Improvement Service
Telford & Wrekin Council
Darby House (6A), Lawn Central
Telford, TF3 4JA**

To book a place on a course, please complete the **CPD Booking Form**, and either:

Email: cpdschoolimprovement@telford.gov.uk or **Fax:** 01952 (3)85000

After submitting a booking form you should expect to receive the following via email:

- confirmation of booking/s received by return, including notification of any courses already oversubscribed and/or unavailable
- joining instructions approximately five days prior to the course (sent to the delegate/s and copied to the school's administrator)

If you do not receive either of the above, you should contact the CPD Team on 01952 (3)80861 or (3)88682.

Cancellation Policy

All cancellations of course bookings must be made via email. Unfortunately a phone call cannot be accepted as a means of cancellation. All bookings will remain on our system until written confirmation of cancellation is received.

A charge of **35%** (*) will be incurred if a delegate place is cancelled within 5 working days of the course date. The full course fee will be charged for any delegate who does not arrive for a course for which a place has been booked and not cancelled. In the case of extreme adverse weather conditions delegates who cancel their place via email before the course ends will not be charged.

All delegates will be required to sign the course register on arrival. Whilst we will make every effort, we cannot guarantee to accommodate delegates on a course for which they have not booked a place.

In the event that a course has to be cancelled, we will endeavour to give 5 working days' notice of cancellation. Other than in the case of extreme adverse weather conditions, if a course is cancelled within 24 hours of the course start time, we will refund any supply costs incurred. Any claims must be made in writing and must be accompanied by full documentary evidence.

Courses offered by teams and services other than School Improvement: Courses offered to schools by other teams are also advertised within this booklet. Where booking procedures and contact details are different for these courses, this information is contained at the front of the relevant section.

Notes:

Delegate Fees: Whilst we will make every effort to not do so, we reserve the right to increase the delegate fees during the year to reflect any inflationary price increases in either room hire and / or catering.

(*) for courses which are free of charge, or inclusive within a service level agreement (i.e. the NQT Support Package or the Safeguarding SLA), the charge for any delegate failing to attend, and not cancelling their place in advance, will be £10 to cover administration and refreshment costs.

All delegate fees for academies, other organisations and for schools outside Telford & Wrekin are subject to VAT.

Personal Data: Telford & Wrekin Council collects your personal data to enable you to be able to complete eLearning and face to face training to support your role under Article 6(1)(b) of the General Data Protection Regulations 2018 or equivalent United Kingdom legislation.

Telford & Wrekin Council will not share any of your personal data with external organisations, unless required to do so by law. However, for further details on the council's privacy arrangements please view the privacy page on the council's [website page](#).

Complaints Procedure

We provide a range of services to schools, including:

- bespoke consultancy support and bespoke training
- continuing professional development courses
- a package of support for newly qualified teachers

As a service we are committed to:

- dealing with complaints and concerns quickly and effectively, and
- using the information received to review and improve our services

Sometimes we do make mistakes - if you are not happy with the service you have received from us we want to know. In most instances we would hope that any concerns can be resolved at the time - with the provider of that service. If, having done this, you still have cause for concern, please follow the steps below.

The formal complaints procedure has three stages:

Stage One

If you have a complaint or cause for concern, please contact Liz Smith, Service Delivery Manager, as soon as possible.

Email: elisabeth.smith@telford.gov.uk or **Tel:** 01952 380895

We aim to respond fully to complaints within 10 working days. If for some reason this is not possible, we will contact you to explain the reasons for the delay and let you know when you can expect a response. Most complaints will be quickly and successfully resolved at this stage.

Stage Two

In the unlikely event that you feel your complaint has not been successfully resolved we would ask you to contact our Assistant Director, Education and Corporate Parenting, Heather Loveridge.

Email: heather.loveridge@telford.gov.uk or **Tel:** 01952 380800

We aim to respond to a Stage 2 complaint within 25 working days. If it is not possible to respond within 25 working days, we will write to you explaining the reasons for the delay and let you know when you can expect a response.

Stage Three

If you still feel your complaint remains unresolved, please refer to the Council's Complaints Procedure – which can be found on the Telford & Wrekin Council website:

http://www.telford.gov.uk/info/20077/complaints/34/the_complaints_process

CPD Booking Form

School: _____

Course Code	Course Title	Course Date/s	Full name of delegate	Delegate email address	Employee number (or please tick if a governor)	Course cost

Please use supplementary sheet/s for all additional bookings

Authorised by:

Signed (Headteacher)		Date	
-----------------------------	--	-------------	--

Cancellation policy: Please refer to the CPD Booklet for the full cancellation policy. In summary, all cancellations of course bookings must be made via email. Unfortunately a phone call cannot be accepted as a means of cancellation. All bookings will remain on our system until written confirmation is received.

A charge of **35%** will be incurred if a delegate place is cancelled within 5 working days of the course date. The full course fee will be charged for any delegate/s who do not arrive for a course for which a place has been booked and not cancelled. For courses which are free of charge, or inclusive within a service level agreement (i.e. the NQT Support Package or the Safeguarding SLA), the charge for any delegate failing to attend, and not cancelling their place in advance, will be £10 to cover administration and refreshment cost

Personal Data: Telford & Wrekin Council collects your personal data to enable you to be able to complete eLearning and face to face training to support your role under Article 6(1)(b) of the General Data Protection Regulations 2018 or equivalent United Kingdom legislation.

Telford & Wrekin Council will not share any of your personal data with external organisations, unless required to do so by law. However, for further details on the council's privacy arrangements please view the privacy page on the council's [website page](#).

Supplementary sheet – Please ensure this is accompanied by the CPD booking form

School: _____

Course Code	Course Title	Course Date/s	Full name of delegate	Delegate email address	Employee number (or please tick if a governor)	Course cost

Cancellation policy: Please refer to the CPD Booklet for the full cancellation policy. In summary, all cancellations of course bookings must be made via email. Unfortunately a phone call cannot be accepted as a means of cancellation. All bookings will remain on our system until written confirmation is received.

A charge of **35%** will be incurred if a delegate place is cancelled within 5 working days of the course date. The full course fee will be charged for any delegate/s who do not arrive for a course for which a place has been booked and not cancelled. For courses which are free of charge, or inclusive within a service level agreement (i.e. the NQT Support Package or the Safeguarding SLA), the charge for any delegate failing to attend, and not cancelling their place in advance, will be £10 to cover administration and refreshment cost

Personal Data: Telford & Wrekin Council collects your personal data to enable you to be able to complete eLearning and face to face training to support your role under Article 6(1)(b) of the General Data Protection Regulations 2018 or equivalent United Kingdom legislation.

Telford & Wrekin Council will not share any of your personal data with external organisations, unless required to do so by law. However, for further details on the council's privacy arrangements please view the privacy page on the council's [website page](#).

Course Calendar

September 2019			
EPS 101	Promoting Positive Behaviour: Ordinary Magic by Ordinary Magicians	Monday, September 16, 2019	9.30am to 12noon
EPS 003	Implementing Precision Teaching as Part of a Graduated Response	Monday, September 16, 2019	1.15pm to 4pm
LSAT 401	Practical Approaches to Supporting SEN Across the Curriculum	Tuesday, September 17, 2019	9.15am to 12noon
SG 108	Raising Awareness of Child Protection	Wednesday, September 18, 2019	3.30pm to 5pm
LSAT 302	New SENCo: Establishing Yourself as a SEND Leader	Wednesday, September 18, 2019	9.15am to 3.30pm
CPD 520	NQT Induction Tutor/ Mentor - initial Training	Thursday, September 19, 2019	4pm to 5.30pm
SG 201	Managing Sexual Violence & Sexual Harassment in Schools	Thursday, September 19, 2019	9.30am to 12noon
SIS 001	The Visually Impaired Child In your Class	Tuesday, September 24, 2019	9pm to 4pm
	Absence Management of Employees	Wednesday, September 25, 2019	3pm to 5.30pm
LSAT 402	Supporting Pupils with Characteristics of Dyslexia through a Multisensory Approach to Teaching and Learning	Wednesday, September 25, 2019	9.15am to 12noon
CPD 521	The Essential Induction Event for Newly Qualified Teachers	Wednesday, September 25, 2019	4pm to 5.30pm
EPS 102	Girls, Autism and Education - tailoring educational provision for girls on the spectrum	Thursday, September 26, 2019	9.15am to 3.30pm
GO 606	The DfE's 'Reducing Teacher Workload Toolkit' - Advice and Information for Governors	Thursday, September 26, 2019	5pm to 7pm
CPD 516	Induction Tutors & Induction Mentor: Update, Training & Network Meeting	Thursday, September 26, 2019	4pm to 5.30pm
CPD 524	Practical Strategies & Resources for the Induction of New to English Pupils	Monday, September 30, 2019	4pm to 5.30pm
October 2019			
PSS 002	Attachment Friendly Schools	Tuesday, October 01, 2019	9.15am to 12noon
	Pay and Conditions of Employment	Wednesday, October 02, 2019	3pm to 5.30pm
SG 102	Newly Appointed Designated Safeguarding Leads' Training (2 days)	Wednesday, October 02, 2019	9.15am to 3.30pm
LSAT 304	School Duties under the Equality Act 2010 & How to Write an Effective Accessibility Plan	Wednesday, October 02, 2019	9.15am to 12noon
CPD 601	EAL & SEND	Wednesday, October 02, 2019	9am to 12noon

EY 201	Forest School and Outdoor Learning for Practitioners Working within EYFS	Thursday, October 03, 2019	4pm - 5.30pm
SG 102	Newly Appointed Designated Safeguarding Leads' Training (2 days)	Thursday, October 03, 2019	9.15am to 3.30pm
EY 001	An Introduction to the Early Years Foundation Stage	Thursday, October 03, 2019	1.15pm to 4pm
BSAT 201	Management of Actual or Potential Aggression (MAPA training) - part 1	Thursday, October 03, 2019	8.30am to 4pm
SIS 002	The Hearing Impaired Child In your Class	Thursday, October 03, 2019	8.30am to 4pm
PSS 0041	Emotion Coaching - level 1	Thursday, October 03, 2019	4pm to 5.30pm
CPD 524	Practical Strategies & Resources for the Induction of New to English Pupils	Monday, October 07, 2019	4pm to 5.30pm
EY 202	Supporting Boys' Learning in the EYFS	Monday, October 07, 2019	1.15pm to 4pm
CPD 522	Newly Qualified Teacher Development Group: Supporting and Accelerating your Progression	Tuesday, October 08, 2019	4pm to 5.30pm
PSS 010	Cover Supervisor Training	Tuesday, October 08, 2019	
LSAT 302	New SENCo: Establishing Yourself as a SEND Leader	Wednesday, October 09, 2019	9.15am to 12noon
EY 104	Best practice in your breakfast, afterschool and holiday provision	Wednesday, October 09, 2019	9.15am to 12noon
PSS 001	Youth Mental Health First Aid (Day 1)	Wednesday, October 09, 2019	9.15am to 4pm (2 days)
BSAT 201	Management of Actual or Potential Aggression (MAPA training) - part 2	Thursday, October 10, 2019	8.30am to 12.30pm
SG 105 & SG 106	Designated Safeguarding Leads' and Safeguarding Governor Termly update	Thursday, October 10, 2019	2.30pm to 4pm or 4.45pm to 6.15pm
GO 603	The Importance of the Early Years Foundation Stage in Schools	Thursday, October 10, 2019	5.30pm to 7pm
PSS 001	Youth Mental Health First Aid (Day 2)	Thursday, October 10, 2019	9.15am to 4pm (2 days)
LSAT 403	SEND: Building Capacity in your School	Tuesday, October 15, 2019	9.15am to 12noon
CPD 527	An Introduction to EAL for Newly Qualified Teachers	Tuesday, October 15, 2019	4pm to 5.30pm
LSAT 404	Supporting Memory in the Classroom	Wednesday, October 16, 2019	1.15pm to 4pm
SG 104	Governors' Responsibilities for Exclusions	Wednesday, October 16, 2019	5pm to 7pm
EY 007	Early Years Coordinators' Update	Wednesday, October 16, 2019	4pm to 5.30pm
CPD 517	Primary Science Subject Leaders' termly update and development meeting	Wednesday, October 16, 2019	2pm to 5.15pm

EY 010	Effective Partnership Working with Parents / Carers in the EYFS	Thursday, October 17, 2019	9.15am to 12noon
CPD 507	Recently Qualified Teacher Development Programme (Primary)	Thursday, October 17, 2019	4pm to 5.30pm
PSS 003	Restorative Justice	Thursday, October 17, 2019	9.15am to 12noon
PSS 007	Designated Teacher for Children in Care Network	Thursday, October 17, 2019	4pm to 5.30pm
EPS 103	Autism Education Trust Tier 2	Tuesday, October 22, 2019	9.30am to 3.30pm
CPD 527	An Introduction to EAL for Newly Qualified Teachers	Tuesday, October 22, 2019	4pm to 5.30pm
PSS 009	Behaviour Support Drop-in Sessions	Wednesday, October 23, 2019	3pm to 5pm
SG 108	Raising Awareness of Child Protection	Wednesday, October 23, 2019	3.30pm to 5pm
GO 601	The Strategic Role of Governors	Wednesday, October 23, 2019	4pm to 6pm
	Safer Recruitment Training	Thursday, October 24, 2019	9am to 4.30pm
November 2019			
EPS 104	Autism or Attachment Disorder? - how to tell the difference	Tuesday, November 05, 2019	1.15pm to 4pm
GO 502	Induction Training for New Governors	Tuesday, November 05, 2019	9.15am to 3.30pm
PSS 008	Positive Behaviour Management in the Classroom	Wednesday, November 06, 2019	4pm to 5.30pm
SG 103	Governors' Responsibilities for Safeguarding	Thursday, November 07, 2019	5pm to 7.30pm
CPD 526	EAL Network Meeting	Monday, November 11, 2019	4pm -5.30pm
EY 023	Listen with Lucy in Schools	Monday, November 11, 2019	1.15pm to 4pm
EY 017	Supporting Mathematical development in the EYFS	Monday, November 11, 2019	9.15am to 12noon
EY 113	Developing Early Years & Childcare Provision - supporting school sustainability and child outcomes	Tuesday, November 12, 2019	9.15am to 12noon
LSAT 405	Ready for Learning: Supporting the Social and Emotional Needs of children with SEND	Tuesday, November 12, 2019	9.15am to 12noon
CPD 701	Assessing and Monitoring Progress in EAL	Tuesday, November 12, 2019	4pm to 5.30pm
GO 503	Designated governors for children in care network	Tuesday, November 12, 2019	
SG 107	Designated Safeguarding Leads Refresher	Wednesday, November 13, 2019	9.15am to 3.15pm
LSAT 302	New SENCo: Establishing Yourself as a SEND Leader	Wednesday, November 13, 2019	9.15am to 12noon
CPD 704	NQT Annual Celebration Event	Wednesday, November 13, 2019	5pm to 7pm
GO 504	Taking the Chair	Thursday, November 14, 2019	4.30pm to 6.30pm
PSS 005	Understanding behaviour for NQT's	Thursday, November 14, 2019	4pm to 5.30pm
EY 203	Planning in the Moment Full day and follow up session	Friday, November 15, 2019	
EY 106	The Role of the Key Person in Supporting & Enhancing Play	Tuesday, November 19, 2019	1.15pm to 4pm
LSAT 406	Numicon: Breaking Barriers	Tuesday, November 19, 2019	9.15am to 12noon

CPD 701	Assessing and Monitoring Progress in EAL	Tuesday, November 19, 2019	4pm to 5.30pm
CPD 512	Primary ICT Coordinators' Update	Wednesday, November 20, 2019	4pm to 5.30pm
BSAT 201	Management of Actual or Potential Aggression (MAPA training) - part 1	Thursday, November 21, 2019	8.30am to 4pm
SG 101	PREVENT - Mop up session	Thursday, November 21, 2019	3.30pm to 5pm
EY 008	The Role of the Early Years Practitioner in supporting and enhancing play	Thursday, November 21, 2019	1.15pm to 4pm
EPS 103	Autism Education Trust Tier 2	Thursday, November 21, 2019	9.30am to 3.30pm
CPD 501	Assessment - interpreting and using your Analyse School Performance and Inspection Dashboard (an interactive workshop)	Thursday, November 21, 2019	9.15am to 12noon
CPD 522	Newly Qualified Teacher Development Group: Supporting and Accelerating your Progression	Tuesday, November 26, 2019	4pm to 5.30pm
CPD 602	Meeting the Needs of EAL Students in Secondary Schools	Wednesday, November 27, 2019	4pm to 5.30pm
	Safer Recruitment Training	Wednesday, November 27, 2019	9am to 4.30pm
EY 103	Developing the Role of the EY SENCO	Wednesday, November 27, 2019	1.15pm to 4pm
BSAT 201	Management of Actual or Potential Aggression (MAPA training) - part 2	Thursday, November 28, 2019	8.30am to 12.30pm
CPD 502	Assessment - termly update (morning)	Thursday, November 28, 2019	9.15am to 10.45am
CPD 503	Assessment - termly update (twilight)	Thursday, November 28, 2019	4pm to 5.30pm
December 2019			
PSS 006	On the move - a successful transition	Tuesday, December 03, 2019	1.15pm to 4pm
CPD 602	Meeting the Needs of EAL Students in Secondary Schools	Wednesday, December 04, 2019	4pm to 5.30pm
SG 202	Ofsted - Exceptional Pupil Movement & Off-rolling - understanding the inspection framework	Wednesday, December 04, 2019	9.30am to 12noon
CPD 507	Recently Qualified Teacher Development Programme (Primary)	Wednesday, December 04, 2019	4pm to 5.30pm
EY 011	Observing children in the EYFS the what, the why and the how to	Thursday, December 05, 2019	1.15pm to 4pm
GO 606	The DfE's 'Reducing Teacher Workload Toolkit' - Advice and Information for Governors	Thursday, December 05, 2019	5pm to 7pm
PSS 0042	Emotion Coaching - level 2	Thursday, December 05, 2019	9.15am to 3.30pm
EPS 003	Implementing Precision Teaching as Part of a Graduated Response	Monday, December 09, 2019	1.15pm to 4pm
CPD 609	Online Safety – a Safeguarding Responsibility	Tuesday, December 10, 2019	4pm to 5.30pm

January 2020

SG 108	Raising Awareness of Child Protection	Thursday, January 09, 2020	3.30pm to 5pm
EPS 101	Promoting Positive Behaviour: Ordinary Magic by Ordinary Magicians	Monday, January 13, 2020	9.30am to 12noon
EPS 105	Inclusion of Children with Down's Syndrome in mainstream schools	Monday, January 13, 2020	1.15pm to 4pm
CPD 528	EAL for Support Staff	Monday, January 13, 2020	1pm to 3pm
LSAT 403	SEND: Building Capacity in your School	Tuesday, January 14, 2020	9.15am to 12noon
	Absence Management of Employees	Wednesday, January 15, 2020	3pm to 5.30pm
PSS 002	Attachment Friendly Schools	Wednesday, January 15, 2020	9.15am to 12noon
CPD 521	The Essential Induction Event for Newly Qualified Teachers	Thursday, January 16, 2020	4pm to 5.30pm
CPD 528	EAL for Support Staff	Monday, January 20, 2020	1pm to 3pm
EY 108	Supporting Early Years Pupils with Speech, Language & Communication Needs (SLCM)	Tuesday, January 21, 2020	1.15pm to 4pm
LSAT 406	Numicon: Breaking Barriers	Tuesday, January 21, 2020	9.15am to 12noon
SG 102	Newly Appointed Designated Safeguarding Leads' Training (2 days)	Wednesday, January 22, 2020	9.15am to 3.30pm
PSS 009	Behaviour Support Drop-in Sessions	Wednesday, January 22, 2020	3pm to 5pm
SG 102	Newly Appointed Designated Safeguarding Leads' Training (2 days)	Thursday, January 23, 2020	9.15am to 3.30pm
PSS 001	Youth Mental Health First Aid (Day 1)	Thursday, January 23, 2020	9.15am to 4pm (2 days)
GO 508	Financial Health and Efficiency: Understanding School Funding	Thursday, January 23, 2020	9.15am to 12noon
PSS 001	Youth Mental Health First Aid (Day 2)	Friday, January 24, 2020	9.15am to 4pm (2 days)
EY 001	An introduction to the Early Years Foundation Stage	Monday, January 27, 2020	1.15pm to 4pm
CPD 522	Newly Qualified Teacher Development Group: Supporting and Accelerating your Progression	Tuesday, January 28, 2020	4pm to 5.30pm
PSS 010	Cover Supervisor Training	Tuesday, January 28, 2020	
CPD 507	Recently Qualified Teacher Development Programme (Primary)	Wednesday, January 29, 2020	4pm to 5.30pm
BSAT 201	Management of Actual or Potential Aggression (MAPA training) - part 1	Thursday, January 30, 2020	8.30am to 4pm
PSS 003	Restorative Justice	Thursday, January 30, 2020	9.15am to 12noon

CPD 514	Annual Professional Training Event for Newly Qualified Teachers	Friday, January 31, 2020	9pm to 4pm
February 2020			
EY 023	Listen with Lucy in Schools	Monday, February 03, 2020	1.15pm to 4pm
LSAT 303	The Graduated Approach	Tuesday, February 04, 2020	9.15am to 12noon
CPD 516	Induction Tutors & Induction Mentor: Update, Training & Network Meeting	Tuesday, February 04, 2020	4pm to 5.30pm
CPD 603	EAL & Maths	Tuesday, February 04, 2020	4pm- 5.30pm
	Safer Recruitment Training	Wednesday, February 05, 2020	9am to 4.30pm
LSAT 401	Practical Approaches to Supporting SEN Across the Curriculum	Wednesday, February 05, 2020	9.15am to 12noon
GO 507	Assessment - interpreting and using the Analyse School Performance System	Wednesday, February 05, 2020	5pm to 7pm
CPD 504	Preparing for Statutory Assessments at the End of KS2	Wednesday, February 05, 2020	9.15am to 12noon
BSAT 201	Management of Actual or Potential Aggression (MAPA training) - part 2	Thursday, February 06, 2020	8.30am to 12.30pm
SG 101	PREVENT - Mop up session	Thursday, February 06, 2020	3.30pm to 5pm
GO 504	Taking the Chair	Thursday, February 06, 2020	4.30pm to 6.30pm
CPD 504	Preparing for Statutory Assessments at the End of KS2	Thursday, February 06, 2020	9.15am to 12noon
PSS 0041	Emotion Coaching - level 1	Thursday, February 06, 2020	4pm to 5.30pm
EY 203	Planning in the Moment Full day and follow up session	Friday, February 07, 2020	9.15am to 3.30pm
GO 603	The Importance of the Early Years Foundation Stage in Schools	Monday, February 10, 2020	5.30pm to 7pm
EY 111	Supporting Early Years Pupils with Social, Emotional & Mental Health Difficulties (behaviour)	Tuesday, February 11, 2020	1.15pm to 4pm
CPD 603	EAL & Maths	Tuesday, February 11, 2020	4pm to 5.30pm
CPD 702	Closing the reading gap for EAL learners at KS2	Wednesday, February 12, 2020	4pm to 5.30pm
SG 103	Governors' Responsibilities for Safeguarding	Wednesday, February 12, 2020	5pm to 7.30pm
EPS 103	Autism Education Trust Tier 2	Thursday, February 13, 2020	9.30am to 3.30pm
PSS 007	Designated Teacher for Children in Care Network	Thursday, February 13, 2020	4pm to 5.30pm
CPD 702	Closing the reading gap for EAL learners at KS2	Wednesday, February 26, 2020	4pm to 5.30pm
	Managing Employee Capability (Performance Management)	Wednesday, February 26, 2020	3pm to 5.30pm
GO 505	Promoting the performance of disadvantaged students	Thursday, February 27, 2020	4.30pm to 6.30pm
March 2020			

CPD 526	EAL Network Meeting	Tuesday, March 03, 2020	4pm to 5.30pm
CPD 522	Newly Qualified Teacher Development Group: Supporting and Accelerating your Progression	Tuesday, March 03, 2020	4pm to 5.30pm
PSS 006	On the move - a successful transition	Tuesday, March 03, 2020	1.15pm to 4pm
SG 108	Raising Awareness of Child Protection	Wednesday, March 04, 2020	9.30am to 11am
GO 506	School Attendance & the Law	Wednesday, March 04, 2020	9.15am to 12noon
SG 104	Governors' Responsibilities for Exclusions	Thursday, March 05, 2020	5pm to 7pm
CPD 502	Assessment - termly update (morning)	Thursday, March 05, 2020	9.15am to 10.45am
CPD 503	Assessment - termly update (twilight)	Thursday, March 05, 2020	4pm to 5.30pm
CPD 517	Primary Science Subject Leaders' termly update and development meeting	Thursday, March 05, 2020	2pm to 5.15pm
EY 008	The Role of the Early Years Practitioner in supporting and enhancing play	Monday, March 09, 2020	1.15pm to 4pm
CPD 703	Working with EAL learners in EYFS	Tuesday, March 10, 2020	1pm to 3pm
EY 113	Developing Early Years & Childcare Provision - supporting school sustainability and child outcomes	Tuesday, March 10, 2020	9.15am to 12noon
SG 105 & SG 106	Designated Safeguarding Leads' and Safeguarding Governor Termly update	Wednesday, March 11, 2020	2.30pm to 4pm or 4.45pm to 6.15pm
LSAT 407	Bringing the learning into nurture groups and mini-classrooms	Wednesday, March 11, 2020	9.15am to 12noon
CPD 505	Preparing for Statutory Assessments at the End of KS1	Wednesday, March 11, 2020	9.15am to 12noon
CPD 505	Preparing for Statutory Assessments at the End of KS1	Thursday, March 12, 2020	9.15am to 12 noon
GO 503	Designated governors for children in care network	Thursday, March 12, 2020	
CPD 703	Working with EAL learners in EYFS	Tuesday, March 17, 2020	1pm to 3pm
EY 201	Forest School and Outdoor Learning for Practitioners Working within EYFS	Tuesday, March 17, 2020	4pm - 5.30pm
EPS 103	Autism Education Trust Tier 2	Tuesday, March 17, 2020	9.30am to 3.30pm
LSAT 408	Coaching skills for SENCOs	Tuesday, March 17, 2020	9.15am to 12noon
	Employee Investigations Training	Wednesday, March 18, 2020	3pm to 5.30pm
SG 101	PREVENT - Mop up session	Wednesday, March 18, 2020	3.30pm to 5pm
EY 007	Early Years Coordinators' Update	Wednesday, March 18, 2020	4pm to 5.30pm
CPD 507	Recently Qualified Teacher Development Programme (Primary)	Wednesday, March 18, 2020	4pm to 5.30pm
BSAT 201	Management of Actual or Potential Aggression (MAPA training) - part 1	Thursday, March 19, 2020	8.30am to 4pm
SG 107	Designated Safeguarding Leads Refresher	Thursday, March 19, 2020	9.15am to 3.15pm

EY 104	Best practice in your breakfast, afterschool and holiday provision	Thursday, March 19, 2020	9.15am to 12noon
CPD 512	Primary ICT Coordinators' Update	Thursday, March 19, 2020	4pm to 5.30pm
CPD 616	Developing the Role of the EAL Coordinator	Monday, March 23, 2020	4pm to 5.30pm
PSS 0042	Emotion Coaching - level 2	Tuesday, March 24, 2020	9.15am to 3.30pm
BSAT 201	Management of Actual or Potential Aggression (MAPA training) - part 2	Thursday, March 26, 2020	8.30am to 12.30pm
EY 015	Early Years Conference	Thursday, March 26, 2020	
EPS 102	Girls, Autism and Education - tailoring educational provision for girls on the spectrum	Thursday, March 26, 2020	9.15am to 3.30pm
CPD 616	Developing the Role of the EAL Coordinator	Monday, March 30, 2020	4pm to 5.30pm
April 2020			
CPD 351	Embedding Equalities and Diversity in the Primary School	Tuesday, April 21, 2020	4pm to 5.30pm
GO 504	Taking the Chair	Wednesday, April 22, 2020	4.30pm to 6.30pm
EY 110	Supporting Early Years Pupils with Social Communication & Interaction Difficulties (ASD/ASC)	Wednesday, April 22, 2020	1.15pm to 4pm
PSS 003	Restorative Justice	Thursday, April 23, 2020	9.15am to 12noon
CPD 351	Embedding Equalities and Diversity in the Primary School	Monday, April 27, 2020	4pm to 5.30pm
EPS 101	Promoting Positive Behaviour: Ordinary Magic by Ordinary Magicians	Monday, April 27, 2020	9.30am to 12noon
CPD 606	Promoting Cultural Diversity and Equality of Opportunity in EYFS	Tuesday, April 28, 2020	1pm to 3pm
EPS 104	Autism or Attachment Disorder? - how to tell the difference	Tuesday, April 28, 2020	1.15pm to 4pm
PSS 010	Cover Supervisor Training	Tuesday, April 28, 2020	
CPD 522	Newly Qualified Teacher Development Group: Supporting and Accelerating your Progression	Wednesday, April 29, 2020	4pm to 5.30pm
PSS 001	Youth Mental Health First Aid (Day 1)	Wednesday, April 29, 2020	9.15am to 4pm (2 days)
BSAT 201	Management of Actual or Potential Aggression (MAPA training) - part 1	Thursday, April 30, 2020	8.30am to 4pm
EY 011	Observing children in the EYFS the what, the why and the how to	Thursday, April 30, 2020	1.15pm to 4pm
EPS 103	Autism Education Trust Tier 2	Thursday, April 30, 2020	9.30am to 3.30pm
PSS 001	Youth Mental Health First Aid (Day 2)	Thursday, April 30, 2020	9.15am to 4pm (2 days)

May 2020

CPD 606	Promoting Cultural Diversity and Equality of Opportunity in EYFS	Tuesday, May 05, 2020	1pm to 3pm
EY 017	Supporting Mathematical Development in the EYFS	Tuesday, May 05, 2020	9.15am to 12noon
LSAT 409	What are we talking about?	Tuesday, May 05, 2020	1.15pm to 4pm
SG 108	Raising Awareness of Child Protection	Wednesday, May 06, 2020	3.30pm to 5pm
CPD 532	Equality and Diversity for Governors	Wednesday, May 06, 2020	9am to 12noon
BSAT 201	Management of Actual or Potential Aggression (MAPA training) - part 2	Thursday, May 07, 2020	8.30am to 12.30pm
SG 103	Governors' Responsibilities for Safeguarding	Thursday, May 07, 2020	5pm to 7.30pm
PSS 008	Positive Behaviour Management in the Classroom	Thursday, May 07, 2020	4pm to 5.30pm
LSAT 303	The Graduated Approach	Tuesday, May 12, 2020	9.15am to 12noon
CPD 507	Recently Qualified Teacher Development Programme (Primary)	Tuesday, May 12, 2020	4pm to 5.30pm
SG 101	PREVENT - Mop up session	Wednesday, May 13, 2020	3.30pm to 5pm
EPS 106	ELSA Conference	Wednesday, May 13, 2020	9.30am to 2.30pm
	Safer Recruitment Training	Thursday, May 14, 2020	9am to 4.30pm
PSS 005	Understanding behaviour for NQT's	Thursday, May 14, 2020	4pm to 5.30pm
PSS 009	Behaviour Support Drop-in Sessions	Wednesday, May 20, 2020	3pm to 5pm
GO 502	Induction Training for New Governors	Thursday, May 21, 2020	9.15am to 3.30pm

June 2020

CPD 516	Induction Tutors & Induction Mentor: Update, Training & Network Meeting	Tuesday, June 02, 2020	4pm to 5.30pm
SG 108	Raising Awareness of Child Protection	Wednesday, June 03, 2020	9.30am to 11am
CPD 529	Effective Interventions for EAL	Wednesday, June 03, 2020	4pm to 5.30pm
PSS 002	Attachment Friendly Schools	Thursday, June 04, 2020	9.15am to 12noon
SG 104	Governors' Responsibilities for Exclusions	Thursday, June 04, 2020	5pm to 7pm
PSS 007	Designated Teacher for Children in Care Network	Thursday, June 04, 2020	4pm to 5.30pm
EY 106	The Role of the Key Person in Supporting & Enhancing Play	Tuesday, June 09, 2020	1.15pm to 4pm
	Absence Management of Employees	Wednesday, June 10, 2020	3pm to 5.30pm
SG 102	Newly Appointed Designated Safeguarding Leads' Training (2 days)	Wednesday, June 10, 2020	9.15am to 3.30pm
CPD 529	Effective Interventions for EAL	Wednesday, June 10, 2020	4pm to 5.30pm

SG 102	Newly Appointed Designated Safeguarding Leads' Training (2 days)	Thursday, June 11, 2020	9.15am to 3.30pm
CPD 512	Primary ICT Coordinators' Update	Thursday, June 11, 2020	4pm to 5.30pm
GO 504	Taking the Chair	Thursday, June 11, 2020	4.30pm to 6.30pm
CPD 607	Festivals and Cultural Celebrations: Workshops	Tuesday, June 16, 2020	1pm to 3pm
PSS 0041	Emotion Coaching - level 1	Tuesday, June 16, 2020	4pm to 5.30pm
CPD 526	EAL Network Meeting	Wednesday, June 17, 2020	4pm to 5.30pm
SG 107	Designated Safeguarding Leads Refresher	Wednesday, June 17, 2020	9.15am to 3.15pm
CPD 517	Primary Science Subject Leaders' termly update and development meeting	Wednesday, June 17, 2020	2pm to 5.15pm
CPD 533	Preventing and Dealing with Racist Bullying	Monday, June 22, 2020	4pm- 5.30pm
EY 108	Supporting Early Years Pupils with Speech, Language & Communication Needs (SLCM)	Tuesday, June 23, 2020	1.15pm to 4pm
LSAT 408	Coaching skills for SENCOs	Tuesday, June 23, 2020	9.15am to 12noon
CPD 522	Newly Qualified Teacher Development Group: Supporting and Accelerating your Progression	Tuesday, June 23, 2020	4pm to 5.30pm
LSAT 304	School Duties under the Equality Act 2010 & How to Write an Effective Accessibility Plan	Wednesday, June 24, 2020	9.15am to 12noon
EY 007	Early Years Coordinators' Update	Wednesday, June 24, 2020	4pm to 5.30pm
EPS 103	Autism Education Trust Tier 2	Wednesday, June 24, 2020	9.30am to 3.30pm
CPD 520	NQT Induction Tutor/ Mentor - initial Training	Wednesday, June 24, 2020	4pm to 5.30pm
BSAT 201	Management of Actual or Potential Aggression (MAPA training) - part 1	Thursday, June 25, 2020	8.30am to 4pm
CPD 507	Recently Qualified Teacher Development Programme (Primary)	Thursday, June 25, 2020	4pm to 5.30pm
LSAT 407	Bringing the learning into nurture groups and mini-classrooms	Thursday, June 25, 2020	9.15am to 12noon
EY 201	Forest School and Outdoor Learning for Practitioners Working within EYFS	Thursday, June 25, 2020	4pm - 5.30pm
SG 105 & SG 106	Designated Safeguarding Leads' and Safeguarding Governor Termly update	Thursday, June 25, 2020	2.30pm to 4pm or 4.45pm to 6.15pm
GO 503	Designated governors for children in care network	Tuesday, June 30, 2020	
PSS 0043	Emotion Coaching - level 3	Tuesday, June 30, 2020	9.15am to 3.30pm
July 2020			
PSS 0043	Emotion Coaching - level 3	Wednesday, July 01, 2020	9.15am to 3.30pm
	Safer Recruitment Training	Wednesday, July 01, 2020	9am to 4.30pm

BSAT 201	Management of Actual or Potential Aggression (MAPA training) - part 2	Thursday, July 02, 2020	8.30am to 12.30pm
SG 101	PREVENT - Mop up session	Thursday, July 02, 2020	3.30pm to 5pm
CPD 502	Assessment - termly update (morning)	Thursday, July 02, 2020	9.15am to 10.45am
CPD 503	Assessment - termly update (twilight)	Thursday, July 02, 2020	4pm to 5.30pm
SG 202	Ofsted - Exceptional Pupil Movement & Off-rolling - understanding the inspection framework	Friday, July 03, 2020	9.30am to 12noon
GO 607	NEW COURSE: Performance Management of your Headteacher - a practical guide for governors	Thursday, July 09, 2020	4.30pm to 6.30pm

Course Code: CPD 501

Assessment - interpreting and using your Analyse School Performance and Inspection Dashboard (an interactive workshop)

(primary)

Course Tutor: Rebecca Carey

Target Audience: senior and middle leaders

Course Content

Analyse School Performance (ASP) and Inspection dashboard hold detailed school performance data at key points.

This course will help delegates to understand and use data to support strategic planning, self evaluation and being prepared for inspection.

Key Outcomes

Delegates are aware of the whole-school priorities arising from ASP and the Inspection dashboard and will be better prepared for inspection.

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

☎ Tel: 01952 380861

Thursday, 28 November 2019
Thursday, 05 March 2020
Thursday, 02 July 2020
9.15am to 10.45am

Course Code: CPD 502

Assessment - termly update (morning)

(primary)

Course Tutor: Rebecca Carey

Target Audience: senior and middle leaders

Course Content

Termly updates provide assessment leads with the latest information on assessment from the DfE and the STA in order to support their strategic role in schools.

The meeting includes:

- local and national priorities (e.g. performance data, EYFS, KS1, KS2 test updates)
- documentary updates
- any key messages from OFSTED
- opportunity for delegates to consider their own school's context
- networking with other assessment coordinators

Key Outcomes

Delegates will:

- be better informed about the latest guidance on assessment issues
- be clear about recent developments and implications for their schools
- understand local and national priorities

Cost per delegate per term

T&W LA Schools & Academies	£75
Non T&W Schools	£90

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Thursday, 28 November 2019
Thursday, 05 March 2020
Thursday, 02 July 2020
4pm to 5.30pm

Course Code: CPD 503

Assessment - termly update (twilight)

(primary)

Course Tutor: Rebecca Carey

Target Audience: senior and middle leaders

Course Content

Termly updates provide assessment leads with the latest information on assessment from the DfE and the STA in order to support their strategic role in schools.

The meeting includes:

- local and national priorities (e.g. performance data, EYFS, KS1, KS2 test updates)
- documentary updates
- any key messages from OFSTED
- opportunity for delegates to consider their own school's context
- networking with other assessment coordinators

Key Outcomes

Delegates will:

- be better informed about the latest guidance on assessment issues
- be clear about recent developments and implications for their schools
- understand local and national priorities

Cost per delegate per term

T&W LA Schools & Academies	£75
Non T&W Schools	£90

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Wednesday, 05 February 2020
Thursday, 06 February 2020
9.15am to 12noon

Course Code: CPD 504

Preparing for Statutory Assessments at the End of KS2

(primary)

Course Tutor(s): Rebecca Carey

Target Audience: year 6 teachers

Course Content

This course will review the assessment arrangements at the end of KS2 and will include information about the KS2 tests and teacher assessments using the national performance descriptors.

Key Outcomes

Delegates will be prepared for statutory KS2 assessments for 2020.

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Wednesday, 11 March 2020
Thursday, 12 March 2020
9.15am to 12noon

Course Code: CPD 505

Preparing for Statutory Assessments at the End of KS1

(primary)

Course Tutor: Rebecca Carey

Target Audience: year 2 teachers

Course Content

This course will review the assessment arrangements at the end of KS1, including information about the KS1 tests and teacher assessments using the national performance descriptors.

Key Outcomes

Delegates will be prepared for statutory KS1 assessments for 2020.

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk

☎ Tel: 01952 380861

Wednesday, 05 February 2020
5pm to 7pm

Course Code: GO 507

Assessment - interpreting and using the Analyse School Performance System

(primary)

Course Tutor: Rebecca Carey

Target Audience: governors

Course Content

Analyse School Performance (ASP) and Inspection dashboard hold detailed school performance data at key points.

This course will look at

- the national and local Attainment and Progress results from EYFS through to KS2
- the structure and key features of the ASP system and the inspection dashboard
- how data that is displayed is interpreted and can be used to identify school priorities
- how governors can understand and use the reports to support and challenge school leaders

Key Outcomes

Governors will be aware of the whole-school priorities arising from ASP and the Inspection dashboard and will be better prepared for inspection.

Cost per delegate

T&W LA Schools & Academies	£75
Non T&W Schools	£90

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

☎ Tel: 01952 380861

Part 1: Tuesday, 12 November 2019

Part 2: Tuesday, 19 November 2019

4pm to 5.30pm

Course Code: CPD 701

Assessing and Monitoring Progress in EAL

(cross phase)

Course Tutors: Ginny Sales, Qamar Maqsood

Target Audience: headteachers, class teachers, EAL coordinators, staff with responsibility for assessment and / or inclusion

Course Content

This two part course will explore how schools can:

- establish a robust baseline assessment of EAL learners' English language skills on first arrival, identify appropriate targets and next steps, and track progress against expected rates of language development
- use the NASSEA EAL Assessment Framework to show evidence of progress, particularly for those pupils without prior attainment data and those working well below age-related expectations
- integrate EAL assessment and monitoring into schools' existing systems.

There will be an opportunity to use case study material for moderation. This course takes place over two twilight sessions in consecutive weeks.

Key Outcomes

Delegates will be able to:

- track pupil progress in English language development
- Set targets
- Show progress and identify areas of concern.

Cost per delegate for both parts (*)

T&W LA Schools & Academies	£90
Non T&W Schools	£108

() Schools which subscribe to an MDT service level agreement receive 50% discount on the above prices*

To book a place on this course, please contact Jenny McBride:

✉ Email: jennifer.mcbride@telford.gov.uk

☎ Tel: 01952 380828

Part 1: Monday, 30 September 2019

Part 2: Monday, 7 October 2019

4pm to 5.30pm

Course Code: CPD 524

Practical Strategies & Resources for the Induction of New to English Pupils

(primary)

Course Tutor: Qamar Maqsood

Target Audience: staff with responsibility for EAL, classroom teachers, support staff

Course Content

This two part course will cover practical ways of helping new students settle into school quickly. It will explore classroom strategies that will enable new arrivals to access the curriculum quickly with a focus on resources for EAL learning.

Key Outcomes

Delegates will improve their understanding of how they can support the induction and inclusion of pupils who are new to English and / or new to the UK, and become familiar with practical approaches and resources to teach and support EAL pupils.

This course takes place over two twilight sessions in consecutive weeks.

Cost per delegate for both parts (*)

T&W LA Schools & Academies	£90
Non T&W Schools	£108

() Schools which subscribe to an MDT service level agreement receive 50% discount on the above prices*

To book a place on this course, please contact Jenny McBride:

✉ Email: jennifer.mcbride@telford.gov.uk

☎ Tel: 01952 380828

Thursday, 17 October 2019
Wednesday, 04 December 2019
Wednesday, 29 January 2020
Wednesday, 18 March 2020
Tuesday, 12 May 2020
Thursday, 25 June 2020
4pm to 5.30pm

Course Code: CPD 507
Recently Qualified Teacher Development Programme
(*primary / special*)

Course Tutors: Ant Snowden, Lee Ferriday

Target Audience: recently qualified teachers, teachers wishing to progress through good to outstanding

Course Content

This course aims to sustain the rapid progress made by teachers in their Induction year and avoid the dip which can occur in some teachers' development. The course builds on the themes and content of the NQT development programme.

Key features of the course include:

- pre-course self-evaluation to enable individual needs to be addressed within sessions
- resources which support effective ongoing self-evaluation and planning for next steps
- a combination of core and extension gap tasks to support teachers in embedding new practice and identifying a potential focus for study towards Masters level qualification
- online access to gap task resources, giving line managers the opportunity to monitor progress between sessions

The course will comprise of six sessions. Delegates can join the course at any point but would find it beneficial to attend all six sessions.

Session 1: Developing an oracy rich classroom to deepen learning - supporting linguistic, social & emotional and cognitive development, physical presence and cognitive development and strategies for progression from informal small group talk formal writing

Session 2: Planning for effective feedback & and progression, including a review of personal AfL skills and next steps, strategies to guide effective oral and written feedback and planning for effective differentiation and peer & self-assessment

Session 3: Meeting the needs of children with SEND, including identifying children with SEND, managing and prioritising their needs and curriculum and classroom strategies

Session 4: Applying cognitive theories to improve learning and long term memory – including short and long term memory models, supporting learner in developing and using schema, applying cognitive load theory to classroom practice and long term planning and curriculum models which support conceptual progression embedded learning

Session 5: Supporting the development of a broad and rich curriculum, including developing a vision and a mechanism to progression towards your schools ideal, identifying and maximising cross curricular links and planning for effective sequential development of concepts and skills

Session 6: Accountability, assessment and data management, including strategies to monitor and support colleagues, managing and using data to raise standards and tracking and reviewing your own personal effectiveness and target setting

Key Outcomes

A reflective practitioner equipped with the tools and insight to:

- take a proactive approach to their own progression towards 'outstanding'
- work collaboratively with colleagues in supporting whole school improvement
- motivate and inspire pupils

Cost per delegate per session

T&W LA Schools & Academies	£75
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

☎ Tel: 01952 380861

Wednesday, 20 November 2019
Thursday, 19 March 2020
Thursday, 11 June 2020
4pm to 5.30pm

Course Code: CPD 512

Primary ICT Coordinators' Update

(primary)

Course Tutor: Rebecca Carey

Target Audience: ICT subject leaders

Course Content

- Termly updates to ensure that ICT / computing leads have the latest information in relation to ICT and the Computing Curriculum.

The meeting will include:

- Local and national priorities for computing and e-safety
- Information about new and emerging technologies
- Updates of resources available to schools
- Opportunity for delegates to consider their own school's priorities and needs
- Networking with other ICT / computing coordinators

Key Outcomes

Delegates will be:

- informed about the latest guidance on the delivery and assessment of ICT and computing in schools
- supported in delivering the Primary Computing Curriculum
- in receipt of updates relating to ICT and the Managed Service

Cost per delegate per term

(where possible delegates are advised to attend each termly update)

T&W LA Schools & Academies	£75
Non T&W Schools	£90

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

☎ Tel: 01952 380861

Tuesday, 17 September 2019
Wednesday, 05 February 2020
9.15am to 12noon

Course Code: LSAT 401

Practical Approaches to Supporting SEN Across the Curriculum

(cross phase)

Course Tutors: Deborah Carpenter, Daniel Lavell

Target Audience: SENDCOs, teachers and teaching assistants

Course Content

This is a practical course which will enable individuals to identify how subjects other than literacy and numeracy can provide extensive opportunities for developing essential skills for learning. Often, reports will indicate that children need practice in developing memory skills, motor control, identifying visual links or learning through multisensory approaches. This course will identify opportunities for building these activities into subjects such as Geography, Science, PE, Music, History etc.

The course will also explore the importance of early approaches to learning and how these can be incorporated into teaching and learning higher up in the school, through Key Stage 2 and beyond.

Key Outcomes

Delegates will:

- understand how subjects other than literacy and numeracy can support children with SEND develop the essential skills for learning
- be able to identify additional opportunities for supporting children, which can be included within a child's Personal Provision Map

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

☎ Tel: 01952 380861

Wednesday, 25 September 2019
9.15am to 12noon

Course Code: LSAT 402

Supporting Pupils with Characteristics of Dyslexia through a Multisensory Approach to Teaching and Learning

(primary)

Course Tutors: Vicky Price, Angela Denton

Target Audience: teachers, SENDCO's

Course Content

Delegates will explore the difficulties associated with dyslexia, learn why the use of a multisensory approach to teaching and learning is effective and will leave the course with a variety of multisensory activities to use to support pupils with specific learning difficulties.

Key Outcomes

Delegates will be able to:

- identify characteristic features of dyslexia
- ensure reasonable adjustments are made to include the use of auxiliary aids
- support pupils with specific learning difficulties using a multisensory approach and to inform SEND support and bring about good outcomes and progress

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

☎ Tel: 01952 380861

Wednesday, 25 September 2019
Thursday, 16 January 2020
4pm to 5.30pm

Course Code: CPD 521

The Essential Induction Event for Newly Qualified Teachers

(cross phase)

Course Tutors: Ant Snowden, Lee Ferriday

Target Audience: newly qualified teachers at the start of their induction

Course Content

This course will provide NQT's with:

- an opportunity for networking with other NQT's
- an understanding of what to expect during your personalised induction programme
- support and information on CPD opportunities
- an overview of the professional standards
- an understanding of their rights and responsibilities, including key policies and procedures
- a frequently asked questions session

Key Outcomes

- Links with other NQT's
- An understanding of the structures and formal elements of NQT assessment
- An awareness of the range of support available within the school and the LA
- An understanding of rights and responsibilities as a professional working with young people

Cost per delegate *

(please note delegates only need to attend one session)

T&W LA Schools & Academies	£75
Non T&W Schools	£90

**This course is free of charge for those schools which have purchased an Appropriate Body Package for their NQT through Telford & Wrekin LA*

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

☎ Tel: 01952 380861

Wednesday, 02 October 2019
9am to 12noon

Course Code: CPD 601

EAL & SEND

(cross phase)

Course Tutor(s): Ginny Sales, Qamar Maqsood

Target Audience: headteachers, senior leaders and staff with responsibility for EAL and or SEND, class teachers and support staff

Course Content

This course will be run jointly by MDT and the LSAT Team and will focus on pupils learning EAL who may also have SEND.

The course will:

- consider the process of additional language acquisition and expected patterns of progression
- differentiate between barriers to learning as a result of EAL and those related to SEND
- explore the process of unpicking EAL factors from SEND through case study material
- discuss the impact of cultural norms and understandings of SEND when working with families

Key Outcomes

Delegates will gain knowledge and skills to pinpoint and differentiate between EAL and SEND factors in those pupils where both may impact on their learning.

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please contact Jenny McBride

✉ Email: jennifer.mcbride@telford.gov.uk

☎ Tel: 01952 380828

Tuesday, 08 October 2019
Tuesday, 26 November 2019
Tuesday, 28 January 2020
Tuesday, 03 March 2020
Wednesday, 29 April 2020
Tuesday, 23 June 2020
4pm to 5.30pm

Course Code: CPD 522

Newly Qualified Teacher Development Group: Supporting and Accelerating your Progression (*cross phase*)

Course Tutor: Ant Snowden, Lee Ferriday

Target Audience: newly qualified teachers

Course Content

- This very popular event, provides an opportunity for newly qualified teachers to network with teachers from other schools, subject areas and phases
- Gap tasks between each half termly meeting maximise the impact of each session on classroom practice
- Mentors and tutors may access copies of online resources provided to support gap task
- Feedback from delegates is used to adjust the content and balance of subsequent sessions. As far as possible, the content of each session is made standalone, enabling teachers who take up a post after September to join the group at any point though the year.
- Each session features Interactive teaching and learning workshops, driven by the needs of teachers within the group.

The course will be delivered across six sessions:

Session 1

- Effective management of your workload
- Time management
- Effective use of feedback to maximise learning gains

Session 2

- Working effectively within the new Ofsted framework

Sessions 3 to 6 will be tailored to meet the needs of the group, but will include the following core themes. The agenda for these session will be circulated in advance of each meeting:

- improving your personal management and effectiveness
- assertiveness skills
- Assessment for learning - developing resilient independent learners.
- Managing challenging behaviour
- managing safety in practical subjects
- working with TAs and other colleagues
- action planning
- career progression – the transition into whole school performance management

Key Outcomes

- A wider range of pedagogies
- Improved arsenal of pragmatic ideas to engage and motivate students
- New ideas to support behaviour for learning
- Less stress, more fun!
- Completion of three gap tasks to embed new practice and promote effective self evaluation

Cost per delegate per session*

T&W LA Schools & Academies	
Non T&W Schools	

* Please note:

- This is a developmental course and delegates are encouraged to try to attend all six sessions
- A 10% discount will be applied to all of the above prices for those schools which have purchased an NQT Appropriate Body Support Package

To book a place on this course, please send a completed booking form to:

School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk

☎ Tel: 01952 380861

Wednesday, October 16 2019
Thursday, 05 March 2020
Wednesday, June 17 2020
2pm to 5.15pm

Course Code: CPD 517

Primary Science Subject Leaders' Update and Development Meeting

Course Tutor: Ant Snowden

Target Audience: primary school science coordinators

Course Content

This is a two part termly meeting combining

- Part A - Development Workshop (2pm to 3.30pm)
- Part B – Subject Leaders' Update (3.45pm to 5.15pm)

Part A will compose a hands-on workshop focusing on key topic areas e.g. space, rocks, machines, evolution (further details will be published in advance of each meeting). It will also provide examples of new resources and ideas to enhance learning and a review. Review and update on trends in teaching and learning.

A 'soft' start will enable teachers to arrive 10-20 minutes into the meeting without missing the key messages.

Part B will include the more traditional:

- professional association updates, national and local developments and initiatives
- review of local resources and details of local and national competitions and events
- best practice in assessment and planning
- concise summaries and implications of new legislation and DfE documents and updates on the Ofsted framework
- an open Q/A session

Key Outcomes

- New ideas for enriching and extending teaching and learning in science and the broader curriculum
- Greater confidence and proficiency in teaching the range and content of the national curriculum - and beyond!
- Ability to plan pro-actively, taking account of the latest trends, initiatives and legislation
- Awareness of opportunities and resources for curriculum enrichment
- As a middle leader, awareness of local best practice in both teaching methodology and science curriculum models
- Ideas to cascade back into school CPD

Cost per delegate	Part A or B	Parts A & B
T&W LA Schools & Academies	£75	£90
Non T&W Schools	£90	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Tel: 01952 380828

Monday, 11 November 2019
Tuesday, 03 March 2020
Wednesday, 17 June 2020
4pm to 5.30pm

Course Code: CPD 526

EAL Network Meeting

(cross phase)

Course Tutors: Ginny Sales, Qamar Maqsood

Target Audience: headteachers, senior staff with responsibility for EAL, class teachers, support staff

Course Content

Termly updates on issues around EAL and minority ethnic achievement.

The focus each term will be on a specific topic highlighted by network members, with opportunities for delegates to raise issues and share good practice and resources.

Cost per delegate (*)	Per term	All 3 terms
T&W LA Schools & Academies	£75	£160
Non T&W Schools	£90	£192

** This termly network meeting is free of charge for schools which purchase either a bronze, silver, gold or gold + service level agreement with the Multi-Cultural Development Team*

To book a place on this course, please contact Jenny McBride:

✉ Email: jennifer.mcbride@telford.gov.uk

☎ Tel: 01952 380828

Monday, 11 November 2019
Tuesday, 05 May 2020
9.15am to 12noon

Course Code: EY 017

Supporting Mathematical Development in the EYFS

Course Tutors: Early Years Childcare Team

Target Audience: nursery / reception teachers, teaching assistants, apprentices

Course Content

This course will provide strategies to develop practitioner's knowledge and confidence across all mathematical areas of the EYFS, both indoors and outdoors.

Key Outcomes

Delegates will be able to:

- create a mathematically rich environment which will support children's learning and understanding
- explore new ways to embed mathematics in the indoor and outdoor environments
- utilise tools to audit mathematical provision within the classroom
- share practical ideas

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

☎ Tel: 01952 380828

Tuesday, 19 November 2019
Tuesday, 21 January 2020
9.15am to 12noon

Course Code: LSAT 406

Numicon: Breaking Barriers

(cross phase)

Course Tutors: Wendy Gregory, Georgina Roycroft

Target Audience: teachers, teaching assistants and SENDCOs

Course Content

"Numicon is a proven approach for teaching and learning maths that builds deep understanding and engagement. Through active investigation with problem-solving at its heart and supported by structured apparatus, children reason and communicate mathematically with confidence. Breaking Barriers is specifically designed for teaching children who experience particular difficulties learning maths, including those with special educational needs and disabilities."
(Numicon: Breaking Barriers 2019)

This course will provide an overview of how to use the materials best to support children within your school.

Key Outcomes

Delegates will

- know about the Numicon! Breaking Barriers materials
- understand how best these materials can be used to support children in school

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

☎ Tel: 01952 380828

Part 1: Wednesday, 27 November 2019
Part 2: Wednesday, 04 December 2019
4pm to 5.30pm

Course Code: CPD 602

Meeting the Needs of EAL Students in Secondary Schools

(secondary)

Course Tutor: Ginny Sales

Target Audience: staff with responsibility for EAL, classroom teachers and support staff

Course Content

This two part course will cover:

- initial induction of students who have newly arrived from overseas
- effective classroom teaching and learning strategies including effective use of translation
- appropriate interventions
- assessment and monitoring progression
- examinations

Key Outcomes

Delegates will improve their knowledge of best practice in meeting the needs of new arrivals in secondary schools. They will contribute to provision that enables these students to adjust successfully to UK school, and to access the curriculum quickly and effectively.

Cost per delegate for both parts (*)

T&W LA Schools & Academies	£90
Non T&W Schools	£108
(*) Schools which buy into a service level agreement with the Multi-Cultural Development Service receive 50% discount on the above prices	

To book a place on this course, please contact Jenny McBride:

✉ Email: jennifer.mcbride@telford.gov.uk

☎ Tel: 01952 380828

Part 1: Tuesday, 04 February 2020
Part 2: Tuesday, 11 February 2020
4pm to 5.30pm

Course Code: CPD 603

EAL & Maths

(primary)

Course Tutor: Qamar Maqsood

Target Audience: staff with responsibility for EAL, classroom teachers

Course Content

This two part course will:

- provide delegates with the skills to identify the mathematical challenges faced by EAL pupils
- explore the specific features of maths vocabulary and language structures which pupils need to understand in order to access maths problems
- include a range of strategies and activities that supports pupils' understanding of maths word problems

Key Outcomes

Delegates will be able to:

- improve their understanding of the language development needs of EAL learners in mathematics
- explore effective ways to support EAL learners and promote their access to the mathematics curriculum
- gain a greater awareness of useful resources for EAL learners of mathematics

Cost per delegate for both parts (*)

T&W LA Schools & Academies	£90
Non T&W Schools	£108

(*) Schools which buy into a service level agreement with the Multi-Cultural Development Service receive 50% discount on the above prices

To book a place on this course, please contact Jenny McBride:

✉ Email: jennifer.mcbride@telford.gov.uk

☎ Tel: 01952 380828

Tuesday, 04 February 2020
Tuesday, 12 May 2020
9.15am to 12noon

Course Code: LSAT 303

The Graduated Approach

(cross phase)

Course Tutors: Belinda Sherlock, Wendy Gregory

Target Audience: teachers, SENDCO's

Course Content

Meeting the needs of children with Special Educational Needs involves a graduated approach. This course is a refresher for schools and is the training that was initially delivered during 2017.

Delegates will understand more about:

- the assess, plan, do and review cycle
- how to evidence a high quality graduated approach
- how to use outside agencies
- what the expectations are regarding requests for Education, Health and Care Needs Assessment

Key Outcomes

Delegates will be able to:

- understand how the EHC panel is making its decisions
- begin to understand how to effectively evidence a graduated approach
- understand the key ingredients of a high quality graduated response
- think more creatively about how to use professionals from outside agencies in a way that supports a high quality graduated approach

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk

☎ Tel: 01952 380861

Friday, 31 January 2020
9am to 3.30pm

Course Code: CPD 514

Annual Professional Training Event for Newly Qualified Teachers *(cross phase)*

Course Tutors: Ant Snowden, Lee Ferriday

Target Audience: newly qualified teachers

Course Content

An extremely popular whole day event packed with a variety of workshops and interactive presentations, providing invaluable new ideas and a boost to your enthusiasm & creativity in the classroom at this challenging stage in your career

The content of the day is designed around the aspects of the teachers' standards, which often pose a challenge to newly qualified teachers - such as engagement, creative use of resources, behaviour for learning and social and emotional wellbeing – and will include:

- a keynote presentation on the creative use of low budget high impact ideas to engage learners in enquiry based learning – more fun – more learning!
- a range of workshops covering a variety of topics and aspects of teaching and learning to suit both primary and secondary teachers
- opportunities to network, discuss plans and ideas for next year with the LA Induction Team

Key Outcomes

- New ideas for teaching methodologies and classroom activities to sustain progression as a recently qualified teacher
- Making and renewing contacts with other NQTs
- A clear overview of strategies and opportunities to support career progression and what to expect through performance management
- Familiarity with the range of support available from both within and beyond the LA

Cost per delegate (*)

T&W LA Schools & Academies	£130
Non T&W Schools	£156

() A 10% discount will be applied for schools which have purchased the NQT Appropriate Body Support Package with Telford & Wrekin Council*

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Part 1: Wednesday, 12 February 2020
Part 2: Wednesday, 26 February 2020
4pm to 5.30pm

Course Code: CPD 702

Closing the reading gap for EAL learners at KS2

(primary)

Course Tutor: Ginny Sales

Target Audience: staff with responsibility for EAL, classroom teachers, support staff

Course Content

Reading is the area where EAL learners typically make slowest progress at KS2, and where the attainment gap is greatest. This two part course looks at the potential barriers to successful reading for EAL learners and whole class/intervention strategies that can address these. These approaches are equally relevant to monolingual pupils who struggle with reading comprehension.

Key Outcomes

Delegates will explore:

- the process of children's additional language development beyond the first two or three years
- barriers to becoming a successful reader
- developing reading fluency
- using reading to broaden and deepen vocabulary
- effective differentiation for whole-class texts
- group reading strategies that work well for EAL learners, with a focus on reciprocal reading
- supporting EAL children's independent reading

Cost per delegate for both parts (*)

T&W LA Schools & Academies	£90
Non T&W Schools	£108

() Schools which buy into a service level agreement with the Multi-Cultural Development Service receive 50% discount on the above prices*

To book a place on this course, please contact:

Jenny McBride ✉ Email: jennifer.mcbride@telford.gov.uk

☎ Tel: 01952 380828

Part 1: Tuesday, 10 March 2020
Part 2: Tuesday, 17 March 2020
1pm to 3pm

Course Code: CPD 703

Working with EAL learners in EYFS

(primary)

Course Tutor: Qamar Maqsood

Target Audience: teaching and support staff working in EYFS, staff with responsibility for EAL and inclusion

Course Content

This two part course focuses on providing a culturally and linguistically supportive environment for EAL learners in EYFS.

Key Outcomes

Delegates will explore:

- welcoming and including new to English children
- strategies to promote English language development
- effective ways to support children's first language
- working with parents
- creating a culturally inclusive environment
- assessment of EAL learners in the EYFS

Cost per delegate for both parts (*)

T&W LA Schools & Academies	£90
Non T&W Schools	£108

() Schools which buy into a service level agreement with the Multi-Cultural Development Service receive 50% discount on the above prices*

To book a place on this course, please contact:

Jenny McBride ✉ Email: jennifer.mcbride@telford.gov.uk

☎ Tel: 01952 380828

Wednesday, 11 March 2020

Thursday 25 June 2020

9.15am to 12noon

Course Code: LSAT 407

Bringing the learning into nurture groups and mini-classrooms

(cross phase)

Course Tutors: Belinda Sherlock, Deborah Carpenter

Target Audience: SENDCo's, teachers, teaching assistants

Course Content

During this course you will have the chance to explore a range of learning opportunities that can be incorporated into nurture groups and mini-classrooms.

There will be activities which are fun, open ended and accessible for children with special needs, but still support children in achieving key learning outcomes for their age.

Key Outcomes

Delegates will leave with a selection of ideas and strategies that they can incorporate in their nurture groups and mini-classrooms. They will be confident in supporting children with Special Needs in achieving key learning outcomes in a nurturing environment.

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Part 1: Tuesday, 21 April, 2020

Part 2: Monday, 27 April 2020

4pm to 5.30pm

Course Code: CPD 351

Embedding Equalities and Diversity in the Primary School

(primary)

Course Tutors: Ginny Sales, Qamar Maqsood

Target Audience: headteachers, senior staff and class teachers

Course Content

This two part course will cover:

- the key legislation and guidelines relating to equality and diversity in schools
- teachers' roles and responsibilities in relation to equality and diversity and the promotion of fundamental British values
- the reasons why issues around equalities and diversity need to be central to the ethos of a school and explore some ways of promoting positive approaches to equalities and diversity

Key Outcomes

Delegates will explore:

- practical ways to meet all the school's duties to eliminate discrimination, promote equality of opportunity and foster good relation between pupils
- how embedding equalities and diversity in the school can support all children's social, moral, spiritual and cultural development and prepare them for life in modern Britain
- useful resources

Cost per delegate for both parts (*)

T&W LA Schools & Academies	£90
Non T&W Schools	£108

() Schools which buy into a service level agreement with the Multi-Cultural Development Service receive 50% discount on the above prices*

To book a place on this course, please contact:

Jenny McBride ✉ Email: jennifer.mcbride@telford.gov.uk

☎ Tel: 01952 380828

Tuesday, 05 May 2020
1.15pm to 4pm

Course Code: LSAT 409

What are we talking about?

(cross phase)

Course Tutor: Julie Hofland

Target Audience: teachers, SENDCO's

Course Content

This course will look at the:

- different aspects of language and the bigger picture of communication
- difficulties children can experience with their receptive, expressive and pragmatic language skills
- impact of these difficulties on both children's learning and their social interaction skills
- general everyday support strategies

Key Outcomes

Delegates will be able to understand:

- the key areas of language difficulty that children face
- how a language difficulty may present in a classroom environment
- the impact on the child's learning and strategies they can use to support the child

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Part 1: Wednesday, 03 June 2020
Part 2: Wednesday, 10 June 2020
4pm to 5.30pm

Course Code: CPD 529

Effective Interventions for EAL

(primary)

Course Tutor: Ginny Sales

Target Audience: staff with responsibility for EAL or for planning or delivering EAL intervention

Course Content

The course will provide an outline of appropriate intervention for new to English pupils, and pupils with continuing EAL needs.

The course will consider:

- when is intervention appropriate and what can it offer?
- planning for EAL intervention
- an example programme and resources for EAL beginners
- targeted interventions for 'more advanced' EAL learners

There will also be an opportunity to share and develop resources.

Key Outcomes

Delegates will be able to support their school in planning and delivering effective intervention for EAL pupils.

Cost per delegate for both parts (*)

T&W LA Schools & Academies	£90
Non T&W Schools	£108

() Schools which buy into a service level agreement with the Multi-Cultural Development Service receive 50% discount on the above prices*

To book a place on this course, please contact:

Jenny McBride ✉ Email: jennifer.mcbride@telford.gov.uk

☎ Tel: 01952 380828

Monday, 22 June 2020
4pm to 5.30pm

Course Code: CPD 533

Preventing and Dealing with Racist Bullying

(cross phase)

Course Tutor: Qamar Maqsood

Target Audience: headteachers, senior leaders and staff with responsibility for equalities and diversity

Course Content

The session will provide an opportunity for participants to:

- meet the statutory duties of schools in this area in the light of current legislation
- develop confidence in the identification of racist incidents
- consider best practice in preventing and responding to incidents for the most positive outcomes
- review the process of recording and reporting internally, and to the Local Authority

Key Outcomes

Delegates will be able to:

- recognise racist incidents
- meet statutory requirements
- implement strategies to minimise racist incidents and redress the damage caused by them
- explore strategies to prevent racist incidents and bullying

Cost per delegate

T&W LA Schools & Academies	£75
Non T&W Schools	£90

To book a place on this course, please contact:

Jenny McBride ✉ Email: jennifer.mcbride@telford.gov.uk

☎ Tel: 01952 380828

Part 1: Tuesday, 15 October 2019
Part 2: Tuesday, 22 October 2019
4pm to 5.30pm

Course Code: CPD 527

An Introduction to EAL for Newly Qualified Teachers

(primary)

Course Tutor: Qamar Maqsood

Target Audience: newly qualified teachers

Course Content

This two part course provides an overview of EAL and its impact on learning, explores practical strategies and resources and reviews assessment of EAL pupils.

Key Outcomes

Delegates will understand the needs of their EAL pupils and plan appropriately for them.

Cost per delegate for both parts (*)

T&W LA Schools & Academies	£90
Non T&W Schools	£108

() Schools which buy into a service level agreement with the Multi-Cultural Development Service receive 50% discount on the above prices*

To book a place on this course, please contact:

Jenny McBride ✉ Email: jennifer.mcbride@telford.gov.uk

☎ Tel: 01952 380828

Part 1: Monday, 23 March, 2020

Part 2: Monday, 30 March 2020

4pm to 5.30pm

Course Code: CPD 616

Developing the Role of the EAL Coordinator

(cross phase)

Course Tutors: Ginny Sales, Qamar Maqsood

Target Audience: staff with responsibility for EAL

Course Content

As the proportion of EAL pupils in schools grows, the role of overseeing EAL is becoming an area of specialist responsibility in increasing numbers of schools.

This two part course will cover the role of the EAL coordinator in developing systems and maintaining appropriate provision for EAL pupils across the school, including best practice in:

- appropriate induction of new arrivals
- assessment and monitoring systems
- recording and sharing information
- developing an EAL policy
- planning support and intervention programmes
- processes to improve communication with parents/ carers

It will also signpost to sources of further information, training and support

Key Outcomes

Delegates will gain an overview of best practice in EAL provision and be able to take a leading role in the development of EAL provision across their school.

Cost per delegate for both parts (*)

T&W LA Schools & Academies	£90
Non T&W Schools	£108

() Schools which buy into a service level agreement with the Multi-Cultural Development Service receive 50% discount on the above prices*

To book a place on this course, please contact:

Jenny McBride ✉ Email: jennifer.mcbride@telford.gov.uk

☎ Tel: 01952 380828

Part 1: Tuesday, 28 April 2020

Part 2: Tuesday 5 May 2020

1pm to 3pm

Course Code: CPD 606

Promoting Cultural Diversity and Equality of Opportunity in EYFS

(primary)

Course Tutor: Qamar Maqsood

Target Audience: teachers and support staff working in EYFS

Course Content

This two part course will:

- outline the statutory duties of practitioners to eliminate discrimination
- promote equality of opportunity and foster good relations in EYFS
- explore practical ways to introduce children to a diversity of cultures and to reflect the cultures of all children within the setting

A wide range of resources will be available for delegates to browse.

Key Outcomes

Delegates will:

- understand why the promotion of equality and diversity is essential in early years
- understand the role of the setting in promoting equality of opportunity and fostering good relations under the 2010 Equality Act
- develop approaches to exploring different cultures in early years that avoid stereotyping and tokenism and help children explore their own and others' identities
- be aware of the practical ways of ensuring that the learning environment reflects the cultural experiences of all children, including those from minority ethnic groups

Cost per delegate for both parts (*)

T&W LA Schools & Academies	
Non T&W Schools	

(*) Schools which buy into a service level agreement with the Multi-Cultural Development Service receive 50% discount on the above prices

To book a place on this course, please contact:

Jenny McBride ✉ Email: jennifer.mcbride@telford.gov.uk

☎ Tel: 01952 380828

Tuesday, 16 June 2020
1pm to 3pm

Course Code: CPD 607

Festivals and Cultural Celebrations: Workshops

(primary)

Course Tutor: Qamar Maqsood

Target Audience: teaching and support staff working in EYFS

Course Content

A practical workshop exploring activities that help open children's eyes to different cultures, ethnicities and faiths, focussed on the festivals of Eid, Diwali and Chinese New Year.

There will also be a range of resources available for delegates to browse.

Key Outcomes

Delegates will develop:

- additional knowledge and understanding of how and why these festivals are celebrated in the UK and across the world
- practical ideas for early years activities around the festivals
- an approach to introducing different cultures into EYFS that avoids stereotyping and tokenism and helps children explore their own and others' identities
- an insight into current good practice across EYFS
- knowledge of how resources can be used to help embed cultural diversity in EYFS

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please contact:

Jenny McBride ✉ Email: jennifer.mcbride@telford.gov.uk

☎ Tel: 01952 380828

Wednesday, 25 September 2019
Wednesday, January 15 2020
Wednesday, 10 June 2020
3pm to 5.30pm

Course Code: N/A

Absence Management of Employees

(cross phase)

Course Tutor: Rebecca Hulsmeier

Target Audience: senior leaders, senior administrators, school business managers

Course Content

This course will provide an overview of the Schools' Model Absence Management Policy to enable absence to be managed effectively across the school.

The course will include:

- guidance on how to conduct a return to work meeting and the more formal meetings within this process
- the legal requirements of the Equality Act in respect of employees with a disability
- guidance on how to draft and present a report at the final stage of this process

Learning will be reinforced through practical case studies.

Key Outcomes

Delegates will be able to ensure absence is managed appropriately in line with the School Policy and to be more confident in undertaking absence management meetings.

Cost per delegate

T&W LA Schools & Academies	£55
T&W LA Schools & Academies which buy into a service level agreement with Human Resources	£40

To book a place on this course, please contact Human Resources:

✉ Email: co-operative.admin@telford.gov.uk

☎ Tel: 01952 383601

Wednesday, 02 October 2019
3pm to 5.30pm

Course Code: N/A

Pay and Conditions of Employment

(cross phase)

Course Tutor: Rebecca Hulsmeier

Target Audience: governors, senior leaders, school business managers and senior administrators

Course Content

This course will cover the main elements of pay and conditions for teachers and support staff in line with School Teachers Pay & Conditions and NJC national agreements. This will include any amendments from September 2020 and outline the requirements of the Pay Policy for Teaching Staff.

Key Outcomes

To increase your knowledge and understanding of the terms and conditions of employment applicable to school staff.

Cost per delegate

T&W LA Schools & Academies	£55
T&W LA Schools & Academies which buy into a service level agreement with Human Resources	£40

To book a place on this course, please contact Human Resources:

✉ Email: co-operative.admin@telford.gov.uk

☎ Tel: 01952 383601

Thursday, 24 October 2019
Wednesday, 27 November 2019
Wednesday, 05 February 2020
Thursday, 14 May 2020
Wednesday, 01 July 2020
9am to 4.30pm

Course Code: N/A

Safer Recruitment Training *(cross phase)*

Course Tutor: Scott Thomas-White and an HR Advisor

Target Audience: senior leaders and governors

Course Content

This training looks at best practice that should be adopted when recruiting and selecting adults to work with children and young people.

It sets out procedures and strategies to help those involved in the recruitment process to deter, identify and reject applicants who are unsuitable to work with children and young people.

It also seeks to strengthen safeguards by helping to deter and prevent abuse, with the aim of creating an environment where concerns can be raised about poor or unsafe practice.

The course is intended to help employers fulfil their responsibility to have in place safe recruitment and selection practices within the wider context of safeguarding children and young people. Our lead trainer is fully accredited by the Safer Recruitment Consortium.

It is a requirement that *'providers ensure that people looking after children are suitable to fulfil the requirements of their role. Early years providers must have effective systems in place to ensure that practitioners, and any other person who is likely to have regular contact with children are suitable.'* Statutory Framework for the EYFS 3.9.

'It is vital that schools and colleges create a culture of safe recruitment and, as part of that, adopt recruitment procedures that help deter, reject or identify people who might abuse children', KCSiE 111.

Key Outcomes

The course will:

- enable delegates to meet the requirements (paragraph 90) of Keeping Children Safe in Education
- give delegates an awareness and understanding of offender behaviour
- identify the key features of staff recruitment which help deter or prevent the appointment of unsuitable people
- consider recruitment policies and practices which minimise opportunities for abuse or ensure its prompt reporting
- help participants begin to review their own and their organisations' policies and practices with a view to making them safer and ensure an ongoing culture of vigilance

Cost per delegate

T&W LA Schools & Academies	£120
T&W LA Schools & Academies which buy into a service level agreement with Human Resources	£95

To book a place on this course, please contact Human Resources:

✉ Email: co-operative.admin@telford.gov.uk

☎ Tel: 01952 383601

Thursday, 23 January 2020
9.15am to 12noon

Course Code: GO 508

Financial Health and Efficiency: Understanding School Funding

Course Tutors: Rebecca Carey, Tim Davis

Target Audience: school leaders, governors

Course Content

Good financial management and maximising the efficient use of funding is essential to delivering educational excellence. The economic climate means there is more impetus than ever for schools to become as efficient as they can. For schools to deliver the high standards expected, they must start from a position of strong financial management. This course will explore how schools can best use the DfE website, which contains a number of measures / tools concerning financial health and efficiency for schools.

The course content will include:

- use of the school report card and the school efficiency metric tool
- strategic financial planning - budgeting with a 3 to 5 year plan
- the importance of the role of governors in ensuring financial health and efficiency

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Course Code: N/A

Managing Employee Capability (Performance Management)

(cross phase)

Course Tutor(s): Rebecca Hulsmeier, HR Advisory Team rep

Target Audience: senior leaders, governors

Course Content

To provide an overview of the Schools' Model Capability Procedure and how to use this effectively at both informal and formal stages to manage the performance of all school staff. This will include how to draft an effective performance improvement plan and set SMART objectives, as well as how to have effective performance management discussions. This will also cover the drafting of the report to be considered at the final formal stage of the procedure and how to effectively present this at a formal meeting.

Learning will be reinforced through practical case studies.

Key Outcomes

Delegates will:

- have an understanding of the Schools Model Capability Procedure
- be confident in managing performance of all employees effectively and consistently

Cost per delegate

T&W LA Schools & Academies	£55
T&W LA Schools & Academies which buy into a service level agreement with Human Resources	£40

To book a place on this course, please contact Human Resources:

✉ Email: co-operative.admin@telford.gov.uk

☎ Tel: 01952 383601

Wednesday, 18 March 2020
3pm to 5.30pm

Course Code: N/A

Employee Investigations Training

(cross phase)

Course Tutors: Rebecca Hulsmeier, HR Advisory Team representative

Target Audience: senior leaders, governors

Course Content

This session will provide training on commissioning and undertaking an employee investigation as required by a number of School HR Policies. This will cover questioning techniques, the writing of the final report and presenting this at a hearing.

Learning will be reinforced through practical case studies.

Key Outcomes

Delegates will be:

- consistent in decision making around the need to commence an investigation
- able to undertake an effective and fair investigation into any employment matter and present this confidently at a formal hearing

Cost per delegate

T&W LA Schools & Academies	£55
T&W LA Schools & Academies which buy into a service level agreement with Human Resources	£40

To book a place on this course, please contact Human Resources:

✉ Email: co-operative.admin@telford.gov.uk

☎ Tel: 01952 383601

Course Code: CPD 520

NQT Induction Tutor/Mentor – Initial Training

(cross phase)

Course Tutor: Ant Snowden

Target Audience: teachers new to the role of induction tutor or mentor

Course Content

A step by step guide through the induction year, including:

- pre registration checks
- registration and initial quality audit
- establishing an induction programme
- completing lesson observation and formal assessments
- trouble shooting
- an introduction to the LA induction guides
- a support framework for induction tutors and mentors
- a forum for discussing issues and sharing best practice
- training and guidance on any changes to the statutory induction framework
- an opportunity to develop a collaborative network with colleagues from other schools

Key Outcomes

- Clear overview of the induction process including statutory requirements
- Familiarity with the LA supporting resources
- Ability to provide a high quality induction programme
- Standardisation of approaches and judgements
- Updated in the latest DfE developments relating to induction
- Development of effective collaboration between schools

Cost per delegate (*)

T&W LA Schools & Academies	£75
Non T&W Schools	£90

() Schools purchasing an Appropriate Body Package for their NQT will receive one free place*

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

☎ Tel: 01952 380861

Wednesday, 18 September 2019
Wednesday, 23 October 2019
Thursday, 09 January 2020
Wednesday, 04 March 2020
Wednesday, 06 May 2020
Wednesday, 03 June 2020
3.30pm to 5pm

Course Code: SG 108

Raising Awareness of Child Protection

(cross phase)

Course Tutors: Education Safeguarding Team

Target Audience: school staff who have not been able to access whole school training

Course Content

This course provides a basic understanding of child abuse and neglect. It will highlight signs and indicators of abuse and informs the learner what to do in response to concerns about a child.

Key Outcomes

- The course is evidence that school and college staff meet the requirements of Keeping Children Safe in Education - *'All staff should receive appropriate safeguarding and child protection training which is regularly updated'*

Delegates will:

- understand how to recognise, respond and record concerns about a child's welfare
- develop an awareness of the indicators of abuse in a child's life and the implications for the child
- understand the relevance of the Telford & Wrekin Safeguarding Partnership arrangements
- learn about the considerations necessary when receiving a disclosure of abuse
- recognise the importance of documentation and record keeping in effective protection of children
- understand the process to get the right help at the right time for the child if there are concerns for their well-being

Cost per delegate

T&W LA Schools & Academies	£75
Non T&W Schools	£90

To book a place on this course, please send a completed booking form to:

✉ Email: cpschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Thursday, 19 September 2019
9.30am to 12noon

Course Code: SG 201

Managing Sexual Violence & Sexual Harassment in Schools

(cross phase)

Course Tutors: Education Safeguarding Team

Target Audience: designated safeguarding leads, senior leaders, governors

Course Content

This course will provide an oversight of how to manage sexual violence and sexual harassment.

Key Outcomes

This course will help delegates to:

- meet the requirements of part five of Keeping Children Safe in Education
- understand the Department for Education published advice '*Sexual Violence and Sexual Harassment between Children in Schools and Colleges*'
- understand how to respond to reports of sexual violence and sexual harassment and how to complete robust risk assessment
- gain an awareness of what action to take following a report of sexual violence and/or sexual harassment

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Thursday, 26 September, 2019

Thursday, 05 December 2019

5pm to 7pm

Course Code: GO 606

The DfE's 'Reducing Teacher Workload Toolkit' - Advice and Information for Governors

(cross phase)

Course Tutor: Lee Ferriday

Target Audience: governors

Course Content

The Secretary of State and Ofsted have stressed the importance of removing unnecessary teacher workload and the DfE produced a policy paper in July 2018 '*Reducing Teacher Workload*'.

This course is designed for any governors who are in a school which is considering the implications of excessive workload.

The session will:

- provide details of the commitment from the DfE and an awareness of how, and why, their school leaders are committed to removing unnecessary teacher workload
- ensure they are informed about the resources available to help them to review and reduce un-necessary workload, including the DfE '*Reducing Teacher Workload Toolkit*'
- include examples of effective practice from other schools

Cost per delegate

T&W LA Schools & Academies	£75
Non T&W Schools	£90

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Thursday, 26 September 2019
Tuesday, 04 February 2020
Tuesday, 02 June 2020
4pm to 5.30pm

Course Code: CPD 516

Induction Tutors & Induction Mentor: Update, Training & Network Meeting

(cross phase)

Course Tutor: Ant Snowden

Target Audience: induction mentors and tutors

Course Content

These meetings provide:

- a support framework for induction tutors and mentors
- a forum for discussing issues and sharing best practice
- training and guidance on any changes to the statutory induction framework
- an opportunity to develop a collaborative network with colleagues from other schools

Key Outcomes

- Ability to provide a high quality induction programme
- Clear overview of the induction process
- Standardisation of approaches and judgements
- Up to date in latest DfE developments relating to induction
- Development of effective collaboration between schools

Cost per delegate per term (*)

T&W LA Schools & Academies	£75
Non T&W Schools	£90

() Schools purchasing an Appropriate Body Package for their NQT will receive one free place*

To book a place on this course, please send a completed booking form to:

School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk

☎ Tel: 01952 380861

Part 1: Wednesday, 02 October 2019
Part 2: Thursday, 03 October 2019
Part 1: Wednesday, 22 January 2020
Part 2: Thursday, 23 January 2020
Part 1: Wednesday, 10 June 2020
Part 2: Thursday, 11 June 2020
9.15am to 3.30pm

Course Code: SG 102

Newly Appointed Designated Safeguarding Leads' Training (2 days)

(cross phase)

Course Tutor: Education Safeguarding Team

Target Audience: newly appointed safeguarding leads

Course Content

The course enables all those who are designated safeguarding leads to fulfil their role and understand their responsibilities and the statutory requirements.

Key Outcomes

Delegates will:

- meet the requirements (paragraph 64) of Keeping Children Safe in Education
- develop an overview of the local safeguarding partnership arrangements
- understand how to support staff and liaise with other services
- know how to respond to safeguarding concerns
- develop an awareness of local child protection procedures
- understand how to manage child protection records safely
- raise awareness of wider and contextual safeguarding issues
- understand training requirements

Cost per delegate (*)

T&W LA Schools & Academies	£260
Non T&W Schools	£312

() Schools subscribing to a Safeguarding SLA receive one free place on this course every three years*

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

☎ Tel: 01952 380861

Thursday, 10 October 2019
Wednesday, 11 March 2020
Thursday, 25 June 2020

SG 105 2.30pm to 4pm
or
SG 106 4.45pm to 6.15pm

Course Code: SG 105 & SG 106

Designated Safeguarding Leads' and Safeguarding Governor Termly update

(cross phase)

Course Tutor: Education Safeguarding Team

Target Audience: designated safeguarding leads

Course Content

A termly update of information on current issues related to safeguarding in schools.

Key Outcomes

All designated safeguarding leads and their deputies must attend a minimum of one session per year to meet the requirements of (paragraph 65) Keeping Children Safe in Education.

Delegates will have the opportunity to:

- meet other designated safeguarding leads
- update their knowledge and skills
- gain an awareness of safeguarding developments any changes relevant to their role

Cost per delegate (*)

T&W LA Schools & Academies	£75
Non T&W Schools	£90

() Schools subscribing to a Safeguarding SLA receive one free place each term on either SG 105 or SG 106*

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

☎ Tel: 01952 380861

Tuesday, 15 October, 2019
Tuesday, 14 January 2020
9.15am to 12noon

Course Code: LSAT 403

SEND: Building Capacity in your School

(cross phase)

Course Tutor: Deborah Carpenter

Target Audience: senior leaders, SENDCO's, SEND governors

Course Content

It is essential for any school to have a consistent approach across the whole staff in supporting children with special needs.

This course will give you the opportunity to develop ways of sharing skills and building the knowledge base of all professionals within your setting. This will involve exploring the use of joint working and cleverly directed support from senior leaders, and identifying how this can lead to whole school professional development and build continuing capacity for a skilled workforce. The course is particularly significant in developing the leadership skills of SENDCOs.

The strategies and ideas within the session will also support ways of managing workload and improving the impact a SENDCO can have within a short space of time.

Key Outcomes

Delegates will:

- gain an understanding of how best to support the wider school team in their approach to SEN
- understand the principles behind building capacity within the school, and how joint working between staff can impact on whole school development

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

☎ Tel: 01952 380861

Course Code: GO 502

Induction Training for New Governors

(cross phase)

Course Tutor: Rebecca Carey

Target Audience: governors

Course Content

The course will cover in some depth the key functions of the governing body, including:

- ensuring clarity of vision, ethos and strategic direction
- holding the headteacher to account for the educational performance of the school and the performance management of staff
- overseeing financial performance and making sure money is well spent
- the characteristics of effective schools
- the key roles and responsibilities of governing bodies in improving schools
- the different and complementary roles of governors and head teachers (distinction between governance and management)

Key Outcomes

As a result of this professional development activity governors will be more able to:

- work effectively with school leaders to communicate the vision, ethos and strategic direction of the school and create a culture of ambition
- provide a balance of support and challenge to leaders understanding the strengths and areas needing improvement at the school
- use a range of sources of objective data, including the OFSTED Inspection Dashboard to create robust accountability
- understand the links between performance management of staff and school improvement
- hold the school to account for the impact of additional funding in improving pupil achievement
- seek and respond to the views of stakeholders including through the use of Parent View

Cost per delegate

T&W LA Schools & Academies	£130
Non T&W Schools	£156

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

☎ Tel: 01952 380861

Thursday, 07 November 2019
Wednesday, 12 February 2020
Thursday, 07 May 2020
5pm to 7.30pm

Course Code: SG 103

Governors' Responsibilities for Safeguarding

(cross phase)

Course Tutor: Education Safeguarding Team

Target Audience: governors

Course Content

This course will provide governors with an understanding of their responsibilities in relation to safeguarding.

Key Outcomes

Attendance is required to meet the requirements of Keeping Children Safe in Education.

Delegates will have an understanding of their responsibilities in relation to safeguarding.

Cost per delegate

T&W LA Schools & Academies	£75
Non T&W Schools	£90

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

☎ Tel: 01952 380861

Tuesday, 12 November 2019
Tuesday, 10 March 2020
9.15am to 12noon

Course Code: EY 113

Developing Early Years & Childcare Provision - supporting school sustainability and child outcomes *(primary / EYFS)*

Course Tutors: Lisa Seymour, Hemsalls

Target Audience: headteachers, school business managers

Course Content

Telford and Wrekin Council is offering schools an opportunity to attend a workshop delivered by Hemsall's which will:

- provide you with information about why, and how, to develop early years and childcare provision (with or without delivering it directly yourself)
- make your school more sustainable
- meet the needs of parents/carers, whilst improving outcomes for children

Key Outcomes

Would you like to:

- Improve learning outcomes across the whole school?
- Ensure children start school ready and eager to learn?
- Encourage sustainable school admission numbers?

You will gain an understanding of the:

- drivers for change - national and local changes in how parents are choosing to take up early years education and childcare, within the context of national policy
- different models you can use to engage with the early years sector (delivery, commissioning and working in partnership)
- key considerations for making decisions and moving forward
- resources available to you

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

☎ Tel: 01952 380861

Wednesday, 13 November 2019
Thursday, 19 March 2020
Wednesday, 17 June 2020
9.15am to 3.15pm

Course Code: SG 107

Designated Safeguarding Leads Refresher

(cross phase)

Course Tutor: Education Safeguarding Team

Target Audience: designated safeguarding leads

Course Content

To provide designated safeguarding leaders with a mandatory update to the knowledge and skills required to carry out their role.

Key Outcomes

This training must be attended within two years of the new designated safeguarding leads training. All designated safeguarding leads must attend this training every two years. This training enables designated safeguarding leads to meet the requirements (paragraph 64) Keeping Children Safe in Education. Delegates will develop an insight into a variety of best practice strategies. Refresh their knowledge of local child protection procedures, thresholds and referral procedures. Understand how to develop and maintain a culture of safeguarding in education settings.

Cost per delegate

T&W LA Schools & Academies	£130
Non T&W Schools	£156

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

☎ Tel: 01952 380861

Wednesday, 13 November 2019
5pm to 7pm

Course Code: CPD 704

NQT Annual Celebration Event

(cross phase)

Course Tutors: Ant Snowden, Rebecca Carey

Target Audience: newly qualified teachers who have just completed their induction year

Content

- This event is an opportunity for NQTs to celebrate the completion of their induction period during the academic year
- An invitation to attend is extended to headteachers, induction tutors, family members and friends

Key Outcomes

- A warm glow inside and a sense of great pride!
- Networking with other recently qualified teachers

Cost per delegate (*)

T&W LA Schools & Academies	£0
Non T&W Schools	£0

() this event is only available to NQT's who have successfully completed their NQT Induction whilst registered with Telford & Wrekin Council through an Appropriate Body Package and is therefore free of charge*

Bookings for this event will be coordinated by the NQT Administrator. NQT's will be invited directly.

Session 1: Thursday, 14 November 2019
Session 2: Thursday, 06 February 2020
Session 3: Wednesday, 22 April 2020
Session 4: Thursday, 11 June 2020
4.30pm to 6.30pm

Course Code: GO 504

Taking the Chair

(cross phase)

Course Tutor: Rebecca Carey

Target Audience: The programme is aimed at prospective and new chairs of governors who wish to develop their confidence and skills and experienced chairs keen to review their effectiveness in the role. The course is also appropriate for those governors chairing sub committees.

Course Content

- Session 1: roles and relationships - working with the headteacher and the governors
- Session 2: leading and managing the work of the governing body
- Session 3: the chair's role in supporting strategic leadership
- Session 4: the chair's role in ensuring accountability

Key Outcomes

The programme will:

- strengthen and develop the capacity of chairs to lead the work of the governing body
- deepen participants understanding of, and prepare them for, the role of the chair
- enhance chairs' confidence and skills in managing the role and relationships
- widen their strategies for developing the partnership between the governing body, the headteacher and the staff
- encourage shared leadership and making good use of the skills and knowledge of others
- engage participants in a learning process which leads to self-directed change

Cost per delegate per session

T&W LA Schools & Academies	£75
Non T&W Schools	£90

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

☎ Tel: 01952 380861

Thursday, 21 November 2019
Thursday, 06 February 2020
Wednesday, 18 March 2020
Wednesday, 13 May 2020
Thursday, 02 July 2020
3.30pm to 5pm

Course Code: SG 101

PREVENT

(cross phase)

Course Tutor: Education Safeguarding Team

Target Audience: all front line staff

Course Content

Mandatory training on the Prevent duty to help all schools and colleges exercise their functions, to have "due regard to the need to prevent people from being drawn in terrorism".

Key Outcomes

Delegates will:

- meet the requirements of Keeping Children Safe in Education
- develop an understanding of the requirements of the Prevent duty and how to protect children from the risk of radicalisation

Cost per delegate

T&W LA Schools & Academies	£75
Non T&W Schools	£90

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

☎ Tel: 01952 380861

Wednesday, 04 December 2019

Friday, 03 July 2020

9.30am to 12noon

Course Code: SG 202

Ofsted - Exceptional Pupil Movement & Off-rolling - understanding the inspection framework

(cross phase)

Course Tutors: Rebecca Carey, Scott Thomas White

Target Audience: governors, designated safeguarding leads, senior leaders

Course Content

To provide delegates with an understanding of how to identify and prevent pupil movement, leading to off-rolling and how to use data effectively to monitor this.

Key Outcomes

Delegates will understand how:

- to monitor pupil movement
- to prevent off-rolling
- this fits with the Ofsted Education Inspection Framework

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

☎ Tel: 01952 380861

Course Code: CPD 609

Online Safety – a Safeguarding Responsibility

(cross phase)

Course Tutor: Rebecca Carey

Target audience: headteachers, governors, senior and middle leaders

Course Content

Digital technology is continually changing and therefore it is essential that schools stay up-to-date with new developments.

Within the Ofsted framework, online safety is included as an important part of a school's overall safeguarding responsibility.

Guidance for Ofsted inspectors to use when inspecting safeguarding under the common inspection framework outlines that when assessing how effectively leaders and governors *create a safeguarding culture* in the setting, inspectors should consider evidence that:

- action is taken to ensure that children are taught about safeguarding risks, including online risks
- staff, leaders and managers oversee the safe use of electronic and social media by staff and learners and take action immediately if they are concerned about bullying or risky behaviours
- appropriate filters and monitoring systems are in place to protect learners from potentially harmful online material

Online safety is categorised into three main areas of risk:

Content: Being exposed to illegal, inappropriate or harmful material

Contact: Being subjected to harmful online interaction with other users

Conduct: Personal online behaviour that increases the likelihood of, or causes, harm

Key Outcomes

This course is designed to ensure delegates are informed about the issues and resources available to enable them to safeguard and educate young people about how to safely use online environments.

Cost per delegate

T&W LA Schools & Academies	£75
Non T&W Schools	£90

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

☎ Tel: 01952 380861

Thursday, 27 February 2020
4.30pm to 6.30pm

Course Code: GO 505

Promoting the performance of disadvantaged students

(cross phase)

Course Tutor: Rebecca Carey

Target Audience: governors

Course Content

The course will include discussion about:

- effective planning for PPG spending
- using research to identify proven strategies
- holding senior leaders to account through monitoring and effective questioning
- effective data analysis
- using performance management to spread accountability

Key Outcomes

Governors will have an understanding about how to offer challenge and support to the school to improve outcomes for disadvantaged students.

Cost per delegate

T&W LA Schools & Academies	£75
Non T&W Schools	£90

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

☎ Tel: 01952 380861

Wednesday, 04 March 2020
9.15am to 12noon

Course Code: GO 506

School Attendance & the Law

(cross phase)

Course Tutor: Kay Burford

Target Audience: governors, any school staff with attendance responsibility, or who wish to learn more about the subject

Course Content

This course will:

- highlight the use of Penalty Notices and the local code of conduct, particularly around parental requests for leave in term time
- examine the journey from identifying poor attendance to a successful prosecution for non-school attendance offences
- provide clear advice and guidance regarding the use of absence codes and recording of attendance registers

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Tuesday, 17 March 2020
Tuesday, 23 June 2020
9.15am to 12noon

Course Code: LSAT 408

Coaching skills for SENDCOs

(cross phase)

Course Tutor: Deborah Carpenter

Target Audience: senior leaders, SENDCO's

Course Content

Delegates will have the chance to explore key coaching skills and techniques, essential for leadership impact.

There will be the opportunity to:

- understand the importance of building rapport, and techniques to do this effectively
- learn and develop practical skills in questioning and structuring conversations
- develop a confidence in challenging others to take ownership of their learning
- understand the key principles of coaching
- identify how coaching fits into their role and the importance for whole school development

Key Outcomes

- To provide SENDCOs with the coaching skills required to be a leader with impact.
- To instil confidence in SEN leaders in supporting colleagues across the school.

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Thursday, 09 July 2020
4.30pm to 6.30pm

Course Code: GO 607

Performance Management of your Headteacher - a practical guide for governors

(cross phase)

Course Tutors: Rebecca Carey, Lee Ferriday

Target Audience: governors

Course Content

This course will provide details and clarity for governors involved with headteacher appraisal. Governors attending the training will develop the knowledge, skills and confidence needed to fulfil their role and responsibilities.

The aims of the course are to:

- understand the current context for the headteacher's appraisal
- consider the roles and responsibilities of the governing body and the headteacher in relation to appraisal
- clarify the role and responsibilities of an appraisal governor and the external appraisal adviser
- consider the implementation of your school's appraisal policy, the regulations, and the different stages of the process
- gain confidence in carrying out the appraisal role effectively and become familiar with the appraisal formats used in Telford schools

Each delegate will be encouraged to bring a copy of their school's appraisal policy.

Cost per delegate

T&W LA Schools & Academies	£75
Non T&W Schools	£90

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Wednesday, 16 October 2019
Thursday, 05 March 2020
Thursday, 04 June 2020
5pm to 7pm

Course Code: SG 104

Governors' Responsibilities for Exclusions

(cross phase)

Course Tutor: Cathy Hobbs

Target Audience: governors

Course Content

This course will provide governors with an oversight of their responsibilities in monitoring exclusions and their role in the Pupil Disciplinary Committee.

Key Outcomes

Delegates will have an understanding of how to monitor exclusions and their role within a Pupil Disciplinary Committee.

Cost per delegate

T&W LA Schools & Academies	£75
Non T&W Schools	£90

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Part 1: Monday, 13 January 2020

Part 2: Monday, 20 January 2020

1pm to 3pm

Course Code: CPD 528

EAL for Support Staff

(primary)

Course Tutor: Qamar Maqsood

Target Audience: support staff

Course Content

This two part course provides an introduction to EAL for support staff. It will look at meeting the needs of pupils new to English and/ or newly arrived in the UK, as well as the continuing needs of those at later stages of learning English as an Additional Language.

Key Outcomes

Delegates will improve their understanding of:

- how they can support the induction and inclusion of pupils who are new to English and/or new to the UK
- the process of learning an additional language
- effective ways to support EAL learners and promote their access to the curriculum
- activities and resources for intervention sessions

Cost per delegate for both parts (*)

T&W LA Schools & Academies	£90
Non T&W Schools	£108

(*) *Schools which subscribe to an MDT service level agreement receive 50% discount on the above prices*

To book a place on this course, please contact:

Jenny McBride ✉ Email: jennifer.mcbride@telford.gov.uk

☎ Tel: 01952 380828

Thursday, 03 October 2019
Tuesday, 17 March 2020
Thursday, 25 June 2020
4pm to 5.30pm

Course Code: EY 201

Forest School and Outdoor Learning for Practitioners Working within EYFS

(EYFS)

Course Tutor: Early Years and Childcare Team

Target Audience: practitioners and teachers, teaching assistants, students, apprentices working within the EYFS.

Please note: you do not need to hold a Forest School Leader certificate to attend these workshops.

Course Content

Forest School and outdoor learning is an inspirational process which offers ALL learners regular opportunities to achieve and develop independence, confidence, language and communication skills and self-esteem through hands-on learning experiences in a woodland or natural environment with trees.

Forest School is a specialised learning approach that sits within, and complements, the wider context of outdoor and woodland education. We offer a range of bespoke trainings that will improve outdoor learning in your setting and / or school. We draw on best practice and offer a holistic approach.

Through the continuous professional development training we deliver for Qualified Forest School Leaders, early years' practitioners, teachers and teaching assistants, we aim to support you in developing and enhancing your Forest School and outdoor learning areas, provide you with fresh inspiring ideas and activities to stimulate children and young people's learning and development in a natural environment.

Through practical hands-on outdoor training courses we aim to leave you inspired with lots of practical and theoretical tools that link to an educational / learning based setting.

Cost per delegate

T&W LA Schools & Academies	£75
Non T&W Schools	£90

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Thursday, 03 October 2019
Monday, 27 January 2020
1.15pm to 4pm

Course Code: EY 001

An introduction to the Early Years Foundation Stage

(EYFS)

Course Tutor: Lisa Seymour

Target Audience: support staff

Course Content

Participants will become familiar with the Early Years Foundation Stage Curriculum and Requirements as set out in the statutory safeguarding and welfare requirements of the EYFS.

Key Outcomes

The course will:

- raise awareness of the key documents relating to the EYFS
- enable delegates to be able to recognise the 3 sections of the EYFS and to identify the themes and principles of the EYFS
- provide an understanding of the the Prime and Specific Areas of Learning and Development including the 7 areas of learning and development
- develop the delegate's awareness and familiarity with the characteristics of effective teaching and learning

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Monday, 07 October 2019
1.15pm to 4pm

Course Code: EY 202

Supporting Boys' Learning in the EYFS

(EYFS)

Course Tutor: Early Years and Childcare Team, SENDCo

Target Audience: nurse/reception teachers, EYFS coordinators, teaching assistants, apprentices

Course Content

This course will:

- reflect on provision for boys within the EYFS classroom environment, indoors and out, with a focus on the importance of 'Super Hero' play
- explain the difference between boys and girls' development and why they play differently
- look at, and provide an opportunity to discuss, common assumptions of children's play
- consider how you might link all areas of EYFS with 'superhero play'
- provide some innovative ideas of what is needed in an early years' environment to support 'superhero play'
- consider the role of the adult

There will be opportunities for delegates to discuss and reflect on their own experiences, share ideas and network with other settings and practitioners.

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Wednesday, 09 October 2019

Thursday, 19 March 2020

9.15am to 12noon

Course Code: EY 104

Best practice in your breakfast, afterschool and holiday provision

(primary)

Course Tutor: Early Years Childcare Team

Target Audience: teaching assistants, out of school club coordinators, breakfast club coordinators

Course Content

Out of school clubs form part of the Government's Extended Schools' agenda and include after-school clubs, breakfast clubs and holiday clubs.

Extended schools are designed to help parents balance work and family commitments, whilst providing children with study support, and offering them a broader range of experiences and interests.

Key Outcomes

Delegates will be able to:

- develop good breakfast/ after school and holiday provision
- provide a fun and stimulating environment for children
- identify strategies to consult with children and their families and obtain feedback and views
- evaluate provision and know how to identify areas of developments

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Wednesday, 16 October 2019
Wednesday, 18 March 2020
Wednesday, 24 June 2020
4pm to 5.30pm

Course Code: EY 007

Early Years Coordinators' Update

(EYFS)

Course Tutor: Lisa Seymour

Target Audience: nursery and reception teachers, EYFS coordinators

Course Content

This termly meeting will provide an update on:

- local and national data
- information related to outcomes from Ofsted inspections
- relevant legislation
- DfE and other national developments, strategies and issues
- assessment and moderation

The update meeting will also provide an opportunity for delegates to network and share good practice.

Cost per delegate

T&W LA Schools & Academies	£75
Non T&W Schools	£90

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Thursday, 17 October 2019
9.15am to 12noon

Course Code: EY 010

Effective Partnership Working with Parents / Carers in the EYFS

(EYFS)

Course Tutor: Lisa Seymour

Target Audience: nurse/y/reception teachers, EYFS co-ordinators,
teaching assistants, apprentices

Course Content

This course will provide delegates with the opportunity to:

- reflect upon possible barriers to effective partnership working and implement strategies to overcome them
- consider ideas to enhance partnership working
- develop partnership working with parents and carers to support learning and development in the EYFS
- promote the importance of home learning to extend children's learning and development

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Monday, 11 November 2019
Monday, 03 February 2020
1.15pm to 4pm

Course Code: EY 023

Listen with Lucy in Schools

(primary)

Course Tutors: Lisa Seymour, Sharon Garforth

Target Audience: practitioners working in nursery and reception classes, including teachers, teaching assistants, students and apprentices

Course Content

An essential course for everyone working with pre-school and reception aged children, especially those with speech and language delay and those who find it hard to sit and listen.

Key Outcomes

Attendees will be provided with a bank of ideas to take away to improve children's listening skills. The session will provide appropriate circle time strategies through the use of songs, rhymes, props and musical instruments.

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

☎ Tel: 01952 380861

Part 1: Friday, 15 November 2019
Part 2: Friday, 07 February 2020
9.15am to 3.30pm

Course Code: EY 203

Planning in the Moment (two full days) (EYFS)

Course Tutors: Lisa Seymour, Anna Ephgrave

Target Audience: nursery/reception teachers, EYFS coordinators, teaching assistants, apprentices

Course Content

This course will provide delegates with the opportunity to:

- review brain development and levels of involvement, and consider how these are linked and relate to early years practice, particularly free-flow play
- have a brief look at “writing”, particularly scribing and story scribing
- review recording teaching as it occurs during free-flow play
- stage a cooking finale
- create an enabling environment to support the interests of each unique child
- develop practical ideas for outdoor areas
- use a ‘less is more’ approach to resourcing
- consider the observation, assessment, teaching cycle and how this can be condensed into the moments of an interaction
- clarify that these interactions are teaching, each one including a ‘moment of planning’

Key Outcomes

Delegates will:

- be able to create an enabling environment to support the interests of each unique child
- gain practical ideas for outdoor areas and be able to utilise a ‘less is more’ approach to resourcing
- be able to take a careful look at the observation, assessment, teaching cycle and how this can be condensed into the moments of an interaction, and to clarify that these interactions are teaching, each one including a ‘moment of planning’

Cost per delegate (*)

T&W LA Schools & Academies	£260
Non T&W Schools	£320

() attendance on the 2nd day is desirable but not essential – if delegates can only attend for the first day, the cost will be 50% of the above rates*

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Tuesday, 19 November 2019
Tuesday, 09 June 2020
1.15pm to 4pm

Course Code: EY 106

The Role of the Key Person in Supporting & Enhancing Play

(primary)

Course Tutor: Early Years Childcare Team

Target Audience: nursery and reception teachers, teaching assistants, apprentices

Key Outcomes

Delegates will have a good understanding of the role of the Key Person in the EYFS.

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Thursday, 21 November 2019
Monday, 09 March 2020
1.15pm to 4pm

Course Code: EY 008

The Role of the Early Years Practitioner in supporting and enhancing play

(primary)

Course Tutor: Early Years Childcare Team

Target Audience: nursery, reception teachers, EYFS coordinators, teaching assistants, apprentices

Key Outcomes

Delegates will:

- understand the importance of play
- be able to reflect upon the characteristics of effective learning
- consider the balance of adult led and child initiated play
- develop their practice in relation to sustained shared thinking

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Wednesday, 27 November 2019
1.15pm to 4pm

Course Code: EY 103

Developing the Role of the EY SENDCO

(EYFS)

Course Tutor: Early Years Childcare Team

Target Audience: nursery and reception teachers, EYFS coordinators, teaching assistants, apprentices

Course Content

This course will:

- provide an overview of the role of the Early Years SENDCo in identifying and supporting pupils with a range of Special Educational Needs and Disabilities (SEND)
- effectively support colleagues within the setting, such as the child's Key Person, by advising on learning and interventions and signposting
- explore practical SEND monitoring tools and techniques
- enable delegates to implement these tools and techniques within the setting, using them effectively to identify areas for development, which in turn will support the progress of learners with SEND

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Thursday, 05 December 2019
Thursday, 30 April 2020
1.15pm to 4pm

Course Code: EY 011

Observing Children in the EYFS - the what, the why and the how to

(EYFS)

Course Tutor: Lisa Seymour

Target Audience: nursery and reception teachers, teaching assistants, apprentices

Course Content

This course will explore the importance of observing children in the EYFS and introduce strategies to undertake this observation effectively.

Key Outcomes

Delegates will:

- understand the importance of observing children for a variety of purposes
- be able to utilise a range of observational formats
- recognise the importance of sharing observations with parents/carers and a range of professionals to support the child's development and partnership working

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Tuesday, 21 January 2020
Tuesday, 23 June 2020
1.15pm to 4pm

Course Code: EY 108

Supporting Early Years pupils with speech, language & communication needs (SLCM)

(EYFS)

Course Tutor: Early Years Childcare Team, SENDCo

Target Audience: reception teachers, teaching assistants, SENDCo's, EYFS leads

Course Content

This course will raise practitioner's awareness and understanding of the expected levels of Children's Speech & Language Development.

Key Outcomes

Delegates will be able to:

- use and interpret tracking tools to identify those pupils at risk of language delay
- identify, learn and utilise strategies and interventions to effectively support Early Years pupils within the setting
- understand procedures for seeking specialist input and advice

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Tuesday, 11 February 2020
1.15pm to 4pm

Course Code: EY 111

Supporting Early Years Pupils with Social, Emotional & Mental Health Difficulties

(EYFS)

Course Tutor: EYAT/SENDSCO

Target Audience: reception teachers, teaching assistants, SENDCo's,
EYFS leads

Course Content

This course will raise practitioner's awareness and understanding of the range of pupil's difficulties associated with Social, Emotional and Mental Health.

Key Outcomes

Delegates will be able to:

- identify, learn and use a range of useful strategies to effectively support the full inclusion of these pupils within the curriculum and the setting
- develop a nurturing and supportive environment
- draw from a range of resources to support practice e.g. reward systems, self-monitoring tools, emotions and feelings thermometers, sanctions & consequences, use of circle time

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Thursday, 26 March 2020
All Day

Course Code: EY 015

Early Years Conference

(primary)

Course Tutor: Lisa Seymour

Target Audience: nursery and reception teachers, teaching assistants, apprentices and EYFS coordinators

Course Content

This is an annual conference event. The exact content is still being determined and will be added during the year.

Cost per delegate

T&W LA Schools & Academies	£130
Non T&W Schools	£156

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Wednesday, 22 April 2020
1.15pm to 4pm

Course Code: EY 110

Supporting Early Years Pupils with Social Communication & Interaction Difficulties (ASD/ASC)

(EYFS)

Course Tutor: EYAT/SENDSCO

Target Audience: teaching assistants

Course Content

This course will support delegates to gain an improved understanding of the needs of pupils with Autistic Spectrum Conditions/ Disorders within the Early Years setting.

Key Outcomes

Delegates will:

- learn and use individualised strategies and resources to effectively support the full inclusion of these pupils within the curriculum and the setting
- gain knowledge and understanding of how visuals, Now & Next Boards, Motivators & Rewards and Social Stories support this area of practice

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Thursday, 10 October 2019
Monday, 10 February 2020
5.30pm to 7pm

Course Code: GO 603

The Importance of the Early Years Foundation Stage in Schools

(EYFS)

Course Tutor: Lisa Seymour

Target Audience: governors

Course Content

A course to raise governors' awareness of the Early Years Foundation Stage curriculum and the importance this has on the building blocks for children's learning as they transition into Key Stage 1 and beyond.

Key Outcomes

Delegates will:

- be familiar with the EYFS documentation
- understand the importance of the underpinning themes and principles of the EYFS
- recognise the importance of play within the EYFS curriculum
- consider the importance of appropriately trained staff working with children in the EYFS
- appreciate the importance of partnership working to improve outcomes for children

Cost per delegate

T&W LA Schools & Academies	£75
Non T&W Schools	£90

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Wednesday, 23 October 2019
4pm to 6pm

Course Code: GO 601

The Strategic Role of Governors

(cross phase)

Course Tutor: Rebecca Carey

Target Audience: governors

Course Content

Strong governance is a key part of a successful school and the first core function of all governing boards is to ensure clarity of vision, ethos and strategic direction.

This course will explore what it means to be strategic and the four stages of implementing a successful strategy:

- Creating a strategy
- Monitoring the implementation
- Monitoring the effectiveness
- Reviewing

It will also look at case studies which help to identify the type of evidence a governing body can use to monitor and review the effectiveness of the school's strategy.

Key Outcomes

Ensure that the school's governing body fully understands its role and responsibilities in creating and monitoring the strategic plan of the school in line with its vision, values and ethos.

Cost per delegate

T&W LA Schools & Academies	£75
Non T&W Schools	£90

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Course Code: CPD 532

Equality and Diversity for Governors

(cross phase)

Course Tutor: Qamar Maqsood

Target Audience: governors

Course Content

This course will cover:

- the key legislation and guidelines relating to equality and diversity in schools
- an understanding of governors' roles and responsibilities in relation to equality and diversity and the promotion of fundamental British values
- the reasons why issues around equalities and diversity need to be central to the ethos of a school and explore some ways of promoting positive approaches to equalities and diversity

Key Outcomes

Delegates will gain an understanding of how:

- schools can meet their duty to eliminate discrimination, promote equality of opportunity and foster good relations between pupils
- embedding equalities and diversity in the school can support all children's social, moral, spiritual and cultural development
- schools can meet the needs of minority ethnic pupils and those learning English as an additional language

Cost per delegate (*)

T&W LA Schools & Academies	£90
Non T&W Schools	£108

() schools which subscribe to an MDT service level agreement receive 50% discount on the above prices*

To book a place on this course, please contact:

Jenny McBride ✉ Email: jennifer.mcbride@telford.gov.uk

☎ Tel: 01952 380828

Monday, 16 September 2019
Monday, 13 January 2020
Monday, 27 April 2020
9.30am to 12noon

Course Code: EPS 101

Promoting Positive Behaviour: Ordinary Magic by Ordinary Magicians

(cross phase)

Course Tutor: Dr Severine Thompson

Target Audience: teachers, teaching assistants, learning support assistants

Course Content

The purpose of this training session is to enable school staff to identify the multiple functions of challenging behaviours. In doing so, we will consider a range of very practical strategies to support children and young people who display challenging behaviour. Throughout the training session school staff will be provided with the opportunity to reflect upon their own experience and practice.

This course is ideal for those who are struggling to meet the needs of children and young people who have been excluded or are at risk of exclusion.

Key Outcomes

Delegates will be able to:

- monitor behaviour using functional behavioural analysis
- develop their skills and confidence in promoting positive behaviour
- develop an awareness of the communicative functions of pupil behaviours

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Part 1: Monday, 16 September 2019

Part 2: Monday, 09 December 2019

1.15pm to 4pm

Course Code: EPS 003

Implementing Precision Teaching as Part of a Graduated Response

(cross phase)

Course Tutor: Dr Severine Thompson

Target Audience: SENDCOs, teaching assistants, learning support assistants

Course Content

This course will enable staff to implement Precision Teaching (PT) Programmes to support the Plan, Do, Review cycle.

Part one of the course trains staff to use accuracy assessment probes to plan programmes, set SMART targets and implement PT programmes in reading and number. In part two, staff will learn how to accurately review and monitor progress.

A spelling programme, following the principles of PT, will also be introduced.

This course is ideal for those who are new to implementing this programme and those who need a refresher.

Key Outcomes

Delegates will be able to:

- use assessment probes to establish baseline measures and write SMART targets
- plan a PT programme, implement it and review it

Cost per delegate (per part)

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Thursday, 26 September 2019
Thursday, 26 March 2020
9.15am to 3.30pm

Course Code: EPS 102

Girls, Autism and Education - tailoring educational provision for girls on the spectrum

(cross phase)

Course Tutor: Dr Louise Carr

Target Audience: teachers, SENDCOs, teaching assistants, learning support assistants

Course Content

This course will cover issues pertaining to education

- Are girls different? – including special interests, communication, social understanding, play and imagination
- Are girls different academically? - modifications required to assess the curriculum, peer programmes, female social understanding programmes
- Teaching strategies that suit girls' learning styles; sex education for girls
- What other areas of the 'curriculum' are important to address with girls? - independence vs. vulnerability, gender identity, self esteem and confidence, emotional wellbeing
- The aim of education – quality of life as an adult woman

Key Outcomes

Delegates will have a thorough understanding of how girls on the autism spectrum present differently to boys, and how their educational experiences can be enhanced through better differentiation to their unique profile of needs.

Cost per delegate

T&W LA Schools & Academies	£130
Non T&W Schools	£156

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Tuesday, 22 October 2019
Thursday, 21 November 2019
Thursday, 13 February 2020
Tuesday, 17 March 2020
Thursday, 30 April 2020
Wednesday, 24 June 2020
9.30am to 3.30pm

Course Code: EPS 103

Autism Education Trust Tier 2

(cross phase)

Course Tutors: Dr Louise Carr, Daniel Lavell, Julie Hofland, Jess Bussey *(two of the above course tutors will be present for each course)*

Target Audience: SENDCOs, teachers, teaching assistants, learning support assistants

Course Content

If you work directly with autistic pupils this course will provide you with essential practical strategies and resources.

You will also gain a solid understanding of autism which is presented as a difference and not a deficit.

Key Outcomes

Delegates will know what constitutes good autism practice and have tools and practical strategies to support children effectively.

Cost per delegate (*)

T&W LA Schools & Academies	£60
Non T&W Schools	£156

Please note: delegates should have already completed Autism Education Trust Tier 1 training.

() one Tier 2 place is available free of charge for each school*

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Tuesday, 05 November 2019
Tuesday, 28 April 2020
1.15pm to 4pm

Course Code: EPS 104

Autism or Attachment Disorder? - how to tell the difference

(cross phase)

Course Tutor: Dr Louise Carr

Target Audience: teachers, SENDCOs

Course Content

This course will:

- examine the similarities in the presentation of children with diagnosed or suspected autism or attachment concerns
- explore the differences between the two conditions and how we can differentiate more accurately between them using the 'Coventry Grid' psychological tool

Key Outcomes

Delegates will have:

- more understanding of the differences between autism and attachment-related needs
- greater confidence in being able to recognise the two presentations and therefore how to intervene most effectively

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Monday, 13 January 2020
1.15pm to 4pm

Course Code: EPS 105

Inclusion of Children with Down's Syndrome in Mainstream Schools

(cross phase)

Course Tutor: Dr Severine Thompson

Target Audience: SENDCOs, teaching assistants, learning support assistants and teachers

Course Content

This course is ideal for those who are currently working with children who have Down's Syndrome.

Attendance on the course will:

- enable staff to understand how Down's Syndrome affects a child or young person's development
- identify possible needs and ways to best meet those needs in their school
- provide an opportunity to share concerns from real life experiences and find solutions

Key Outcomes

This course will highlight what has been suggested to be areas of strengths and difficulties for children with Down's Syndrome across the four areas of need in the SEND Code of Practice (Communication and Interaction; Cognition and Learning; SEMH; Sensory/Physical).

Staff will be able to identify useful interventions and set SMART outcomes.

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Wednesday, 13 May 2020
9.30am to 2.30pm

Course Code: EPS 106 ELSA Conference

(cross phase)

Course Tutors: Meryl Newton, Louise Carr

Target Audience: Emotional Literacy Support Assistants (ELSA's)

Course Content

The ELSA conference will be an exciting day of sharing effective practice, with CPD provided by the Education Psychology Team and an opportunity to discover new resources.

The morning will include case studies from ELSAs, demonstrating effective practice, and a presentation from the Education Psychology Service in a specialist area relating to pupils with social, emotional and mental health needs.

The afternoon will comprise of a resource fair and opportunities for networking.

Key Outcomes

The conference will provide delegates with:

- new skills and understanding to support pupils with SEMH
- networking opportunities
- ideas for new resources to use with pupils in ELSA work

Cost per delegate

T&W LA Schools & Academies

£60 per ELSA

This course is only open to trained ELSA's in Telford & Wrekin

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Wednesday, 16 October 2019
1.15pm to 4pm

Course Code: LSAT 404

Supporting Memory in the Classroom

(cross phase)

Course Tutor: Jessica Bussey, Louise Carr

Target Audience: teachers, SENDCOs, teaching assistants

Course Content

Delegates will have the opportunity to:

- learn about, and consider, the importance of memory and its impact on learning
- explore ways of improving and supporting memory deficit within the classroom
- collect a range of ideas and strategies that can be used to support children
- share ideas and resources that are already being used successfully by colleagues in other schools

Key Outcomes

Delegates will gain:

- an increased awareness and knowledge of memory
- an understanding of how weak memory impacts on learners
- an awareness of how to provide suitable intervention to improve memory
- knowledge of how to support learners with weak memory effectively

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Wednesday, 18 September 2019
Wednesday, 09 October 2019
Wednesday, 13 November 2019
9.15am to 3.30pm

Course Code: LSAT 302

New SENDCo: Establishing Yourself as a SEND Leader

(cross phase)

Course Tutors: Vicky Price, Angela Denton

Target Audience: newly appointed SENDCOs

Course Content

This course is aimed at SENDCo's new to the role in the last 12 months, or those who want a refresher and will cover:

- the role of a SENDCo
- professional knowledge
- the Local Offer
- SEND information report
- SEND Policy
- the graduated approach, including pathways of support
- *and much more.....*

Key Outcomes

SENDCo's will have information and advice which will assist them with:

- supporting the identification of children with special educational needs
- coordinating provision for children with SEND
- tracking and monitoring the progress of children with SEND
- ensuring there is high quality teaching and intervention for children with SEND
- developing SEND Provision in the school further
- liaising with parents of children with SEND
- liaising with other providers, outside agencies, educational psychologists and external agencies in Telford & Wrekin

Cost per delegate

T&W LA Schools & Academies	£130
Non T&W Schools	£156

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Wednesday, 02 October 2019
Wednesday, 24 June 2020
9.15am to 12noon

Course Code: LSAT 304

School Duties under the Equality Act 2010 & How to Write an Effective Accessibility Plan

(cross phase)

Course Tutors: Vicky Price, Angela Denton

Target Audience: SENDCo's, headteachers & SEND governors

Course Content

The SEND Code of Practice requires schools and settings to publish an accessibility plan which 'sets out how they plan to increase access for disabled pupils to the curriculum, the physical environment and to information'. Schools are also under a duty to publish equality objectives.

This course will look at what constitutes an effective accessibility plan and equality objectives and support delegates in developing information that meets their duties under the Equality Act 2010.

Key Outcomes

Delegates will know what constitutes a good accessibility plan and equality objectives will have the skills to publish information that meets their duties under the Equality Act 2010.

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Tuesday, 12 November 2019
9.15am to 12noon

Course Code: LSAT 405

Ready for Learning: Supporting the Social and Emotional Needs of children with SEND

(cross phase)

Course Tutor: Georgina Roycroft

Target Audience: teachers, SENDCOs, inclusion Mentors, teaching assistants

Course Content

This course is aimed at promoting a better understanding of why children with Special Needs often have specific Social and Emotional barriers that can affect their readiness for learning.

There will be an opportunity to explore strategies for overcoming these barriers, including:

- the creation of support networks
- improved communication
- ensuring the environment is appropriate for them

There will also be an opportunity to share real life examples of good practice and identify ways of supporting key children within your own setting who are currently experiencing problems in accessing learning.

Key Outcomes

Delegates will have:

- a better understanding of how the Social and Emotional Needs of children can be linked to their learning difficulties
- a range of strategies for supporting the Social and Emotional Needs of children with SEND

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Tuesday, 24 September 2019
9am to 4pm

Course Code: SIS 001

The Visually Impaired Child In your Class

(cross phase)

Course Tutors: Judith Claes with Qualified Teachers of the Visually Impaired

Target Audience: teaching assistants, SENDCOs

Course Content

This course will help you to support the child or young person with a visual impairment in your setting.

The course includes information on:

- curriculum access issues
- the importance of vision
- eye conditions
- social and emotional issues
- low vision aids
- practical simulation exercises
- modification techniques

Cost per delegate

T&W LA Schools & Academies	£130
Non T&W Schools	£156

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Thursday, 03 October 2019
8.30am to 4pm

Course Code: SIS 002

The Hearing Impaired Child In your Class

(cross phase)

Course Tutors: Hazel Snape, Teachers of the Deaf

Target Audience: teachers, teaching assistants, SENDCO's

Course Content

The course is designed for class teachers and teaching assistants who have pupils in their class with a hearing impairment settings and for headteachers and SENDCO's who have pupils with a hearing impairment in their school.

Presentations and workshops are bespoke to meet the needs of individual children and young people .

The morning session will focus on the causes and implications of hearing loss and how this will affect the pupil in your class. The session will also give teachers and teaching assistants the opportunity to learn about hearing aids, cochlear implants and associated technology through talks and practical workshops.

The afternoon session will concentrate on language development, how this is affected by hearing loss and ways to maximise the hearing impaired pupil's inclusion into mainstream schools.

Cost per delegate

T&W LA Schools & Academies	£65
Non T&W Schools	£78

Lunch and refreshments will be kindly provided by the Shropshire Deaf Children's Society

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Part 1: Wednesday, 09 October 2019

Part 2: Thursday, 10 October 2019

Part 1: Thursday, 23 January 2020

Part 2: Friday, 24 January 2020

Part 1: Wednesday, 29 April 2020

Part 2: Thursday, 30 April 2020

9.15am to 4pm

Course Code: PSS 001

Youth Mental Health First Aid

(cross phase)

Course Tutor: Michelle Salter, Darren Lennon

Target Audience: whole school

Course Content

This course will provide:

- an in depth understanding of young people's mental health and factors that affect wellbeing
- practical skills to spot the triggers and signs of mental health issues
- confidence to reassure and support a young person in distress
- enhanced interpersonal skills such as non-judgemental listening

Key Outcomes

Successful course completion over two full days qualifies the delegate as a Youth Mental Health First Aider (MHFA England).

Cost per delegate

T&W LA Schools & Academies	£260
Non T&W Schools	£312

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Tuesday, 1 October 2019
Wednesday, 15 January 2020
Thursday, 04 June 2020
9.15am to 12noon

Course Code: PSS 002

Attachment Friendly Schools

(cross phase)

Course Tutors: Pupil Support Services, Education Psychology Service

Target Audience: teachers, teaching assistants, governors, senior and middle leaders

Course Content

This training is a combination of theoretical, experiential and practical and requires attendees to actively participate, reflect on their own experiences and explore how they can put strategies in place.

By the end of the course you will have a deep understanding of the neurological and environmental processes which effect those hard to reach children, so they are better prepared to learn and you are better able to support them, and an awareness of how you can support children across the school in an attachment friendly way.

Key Outcomes

Learners will:

- gain a thorough understanding of attachment, attachment-related behaviour and neuroscience research
- find out how the early years and home environment influences classroom learning and behaviour and how understanding them can inform your practice
- understand the challenges of establishing relationships with, and teaching, children who have attachment difficulties
- acquire new strategies that support the development of an attachment friendly environment
- gain skills which can be immediately implemented in your work

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Thursday, 17 October 2019
Thursday, 30 January 2020
Thursday, 23 April 2020
9.15am to 12noon

Course Code: PPS 003

Restorative Justice

(cross phase)

Course Tutors: Darren Lennon, Hayley Lake

Target Audience: teachers, teaching assistants, governors, senior and middle leaders

Course Content

Restorative justice is an approach to justice in which the response to a crime is to organise a mediation between the victim and the offender, and sometimes with representatives of a wider community as well, the goal being to negotiate a resolution to the satisfaction of all participants.

Key Outcomes

Delegates will be able to manage treatment of behaviour in a 'fair' way that enables both the victim and the person causing the harm to feel that an incident has been resolved.

Cost per delegate

T&W LA Schools & Academies	£90
Non T&W Schools	£108

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Thursday, 03 October 2019
Thursday, 06 February 2020
Tuesday, 16 June 2020
4pm to 5.30pm

Course Code: PSS 0041

Emotion Coaching – level 1

(cross phase)

Course Tutors: Darren Lennon, Education Psychology

Target Audience: teachers, teaching assistants, governors, senior and middle leaders

Course Content

This twilight course enables learners to understand how adult responses to the behaviour of children and young people have an impact on the brain development of the child, to recognise different styles of response, and to use the practical tool of Emotion Coaching to address behaviour in the moment in a way that promotes positive brain development and pro-social behaviour.

Key Outcomes

Delegates will be able to understand emotion coaching in practice, explain how empathy and guidance can help children and young people manage their behaviour and outline how emotion coaching can be promoted.

Cost per delegate

T&W LA Schools & Academies	
Non T&W Schools	

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Thursday, 05 December 2019
Tuesday, 24 March 2020
9.15am to 3.30pm

Course Code: PSS 0042

Emotion Coaching – level 2

(cross phase)

Course Tutors: Darren Lennon, Education Psychology

Target Audience: teachers, teaching assistants, governors, senior and middle leaders

Course Content

This full day course enables learners to understand how adult responses to the behaviour of children and young people have an impact on the brain development of the child, to recognise different styles of response, and to use the practical tool of Emotion Coaching to address behaviour in the moment in a way that promotes positive brain development and pro-social behaviour.

Key Outcomes

Delegates will be able to understand emotion coaching in practice, explain how empathy and guidance can help children and young people manage their behaviour and outline how emotion coaching can be promoted.

Cost per delegate

T&W LA Schools & Academies	£130
Non T&W Schools	£156

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Tuesday, 30 June 2020
Wednesday, 01 July 2020
9.15am to 3.30pm

Course Code: PSS 0043

Emotion Coaching – level 3

(cross phase)

Course Tutors: Darren Lennon, Education Psychology

Target Audience: teachers, teaching assistants, governors, senior and middle leaders

Course Content

This two day course enables learners to understand how adult responses to the behaviour of children and young people have an impact on the brain development of the child, to recognise different styles of response, and to use the practical tool of Emotion Coaching to address behaviour in the moment in a way that promotes positive brain development and pro-social behaviour.

Key Outcomes

Delegates will be able to understand emotion coaching in practice, explain how empathy and guidance can help children and young people manage their behaviour and outline how emotion coaching can be promoted.

Cost per delegate

T&W LA Schools & Academies	£260
Non T&W Schools	£312

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Thursday, 14 November 2019
Thursday, 14 May 2020
4pm to 5.30pm

Course Code: PSS 005

Understanding Behaviour for NQT's

(cross phase)

Course Tutor: Darren Lennon

Target Audience: newly qualified teachers

Course Content

This course will help delegates to understand the causes of challenging behaviour and what their behaviour is communicating to us and provide practical strategies and a greater understanding of the needs of the child.

Key Outcomes

Teachers will feel confident in a range of behaviour management strategies within the classroom to help further their development.

Cost per delegate

T&W LA Schools & Academies	£75
Non T&W Schools	£90

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Tuesday, 3 December 2019
Tuesday, 3 March 2020
1.15pm to 4pm

Course Code: PSS 006

On the move - a successful transition

(cross phase)

Course Tutors: Rachael Brown, Darren Lennon

Target Audience: teachers, senior and middle leaders

Course Content

To share good practice and strategies to ensure that transitions are smooth and reliable.

Key Outcomes

Delegates will feel confident to return to school with a wealth of ideas to best support transition phases and to start transitions between schools.

Cost per delegate

T&W LA Schools & Academies	
Non T&W Schools	

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Tuesday, 12 November 2019
Thursday, 12 March 2020
Tuesday, 30 June
4pm to 5.30pm

Course Code: GO 503

Designated Governors for Children in Care Network

(cross phase)

Course Tutor: Virtual School Team

Target Audience: Designated governor for children in care

Course Content

This termly meeting will enable governors to fully understand their role with regards to CIC and keep up to date with their responsibilities.

Key Outcomes

Delegates will understand relevant issues and be able to make changes within their own governing body to ensure that their legal responsibilities are followed.

Cost per delegate

T&W LA Schools & Academies	
Non T&W Schools	

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Thursday, 17 October 2019
Thursday, 13 February 2020
Thursday, 4 June 2020
Time TBC

Course Code: PSS 007

Designated Teacher for Children in Care Network

(cross phase)

Course Tutor: Virtual School Team

Target Audience: designated lead teachers for children in care

Course Content

This termly meeting will support designated teachers in fully understanding their role with regards to CIC and keeping up to date with their responsibilities.

Key Outcomes

Delegates will understand relevant issues and be able to make changes within their own school to ensure that their legal responsibilities are followed.

Cost per delegate

T&W LA Schools & Academies	
Non T&W Schools	

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Wednesday, 6 November 2019
Thursday, 7 May 2020
4pm to 5.30pm

Course Code: PSS 008

Positive Behaviour Management in the Classroom

(cross phase)

Course Tutor: Darren Lennon

Target Audience: senior and middle leaders, teachers and teaching assistants

Course Content

This training course will:

- provide learners with the knowledge they need to respond appropriately to a child's challenging behaviour
- teach learners how to communicate with children effectively, how to help children deal with any issues, and how to improve children's behaviour in a confident and constructive manner
- explain a range of child behaviour management techniques that you can use in your setting

Key Outcomes

Delegates will understand:

- what challenging behaviour is and how it is defined in your setting
- what might cause difficult behaviour and how to build positive relationships with children
- the different strategies and techniques for managing and responding to difficult behaviour
- how incentives and rewards can be used to motivate change
- how to communicate clearly with children in order to set limits and boundaries and help the child to learn what is appropriate behaviour
- how to deal with non-compliance

Cost per delegate

T&W LA Schools & Academies	£75
Non T&W Schools	£90

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Wednesday, 23 October 2019
Wednesday, 22 January 2020
Wednesday, 20 May 2020
3pm to 5pm

Course Code: PSS 009

Behaviour Support Termly Drop-in Sessions

(cross phase)

Course Tutor: Darren Lennon

Target Audience: all school staff

Course Content

Termly meetings to provide support for those working with complex children and those displaying challenging behaviour.

The meetings will include an opportunity for delegates to discuss their support needs - either as individuals, or as a setting - and receive some ongoing training, advice and guidance from Behaviour Support Advisory Team colleagues.

Cost per delegate

T&W LA Schools & Academies

Free of charge

To book a place, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Tuesday, 8 October 2019
Tuesday, 28 January 2020
Tuesday, 28 April
1.15pm to 4pm

Course Code: PSS 010

Cover Supervisor Training

(cross phase)

Course Tutor: Darren Lennon

Target Audience: teaching assistants and cover supervisors

Course Content

This newly developed programme is aimed at members of support staff working in a cover supervisor role, having had no formal teacher training. The programme is also suitable for teaching assistants interested in working as cover supervisors.

The course introduces teaching and learning and shows delegates how they can begin to improve outcomes for students in cover lessons.

The objectives of the course include, to:

- raise awareness of the new cover strategies available for use within schools
- gain an overview of the management issues within the classroom; focussing on pupil behaviour management and additional needs
- understand the role and responsibilities of the cover supervisor and their practical application

Key Outcomes

Delegates will feel confident with the role of cover supervisor and have a greater understanding of classroom based strategies and techniques to support the learning environment.

Cost per delegate

T&W LA Schools & Academies	
Non T&W Schools	

To book a place on this course, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Part 1: Thursday, 03 October 2019
Part 1: Thursday, 21 November 2019
Part 1: Thursday, 30 January 2020
Part 1: Thursday, 19 March 2020
Part 1: Thursday, 30 April 2020
Part 1: Thursday, 25 June 2020

Part 2: Thursday, 10 October 2019
Part 2: Thursday, 28 November 2019
Part 2: Thursday, 06 February 2020
Part 2: Thursday, 26 March 2020
Part 2: Thursday, 07 May 2020
Part 2: Thursday, 02 July 2020

Part 1: 8.30am – 4pm

Part 2: 8.30am – 12.30pm

Course Code: BSAT 201

Management of Actual or Potential Aggression (MAPA training) *(cross phase)*

Course Tutor: Helen Fox, Kim Barclay

Target Audience: all school staff

Course Content

This training has been designed to enhance your understanding and managing of disruptive, aggressive, and/or violent behaviour.

MAPA has been delivered to a wide range of professional staff within health, education and social care environments since 1992, and aims to ensure that everyone involved in crisis situations, which include disruptive, challenging, or violent behaviour, can maintain the care, welfare, safety, and security of all involved.

The programme will be delivered to you within a legal and professional framework consistent with current national standards, your organisation's policies and guidance, current research, as well as recognised best practices.

Key Outcomes

By the end of the course, you will have explored and developed a range of psychological and physiological responses to behaviour that will enable you to minimise the potential harm disruptive, aggressive, and/or violent behaviour can cause. The ultimate focus of this event is to ensure that you gain the essential knowledge, skills, and confidence to prevent, decelerate, and de-escalate crisis situations.

Additionally, this programme will ensure that you have the necessary foundation skills to reduce the likelihood of risky or dangerous behaviour occurring in the first instance, as well as to manage such behaviour when it does occur, using a range of MAPA physical interventions that aim to minimise risk, without damaging the professional and supportive relationship you have worked so hard to establish with the individuals in your care.

The full training is up to 2 days, and to keep your licence, a 4 hour refresher must be attended every 12 months.

Cost per delegate (total cost consisting of both parts)

T&W LA Schools & Academies	£90
Non T&W Schools	£100

To book a place, please send a completed booking form to:

✉ Email: cpdschoolimprovement@telford.gov.uk

Or ☎ Tel: 01952 380861

Section 12: Health and Safety

As part of the Public Protection Team, our Health & Safety Advisors are here to provide advice & guidance. We can monitor standards within each school, help to identify any training needs and offer you solutions.

New to 2019, we have introduced several new courses, including 'Event Safety Training' and 'Incident Investigation'.

If you have any queries, we are always here to help. Please feel free to email us at healthsafetyadmin@telford.gov.uk or telephone 01952 383627.

Section 13: The Severn Teaching Alliance

The Severn Teaching School Alliance (STSA) is based in Telford and includes 49 primary schools and 5 special schools, who all work together in a partnership. The Alliance draws on a large pool of talent and expertise to deliver support for schools, staff training, and engages in research and development projects.

The STSA works very closely with Telford & Wrekin Local Authority and offers a complimentary CPD programme, which includes NPQSL/ML/H/EH, NASENCO, headteacher workshops, deputy/assistant heads network, TA network meetings / TA training and Makaton. They offer courses and network meetings on History, RE, Geography and MFL. STSA work with a range of partners to signpost CPD Opportunities including Best Practice Network, Click 4 Teaching, Shropshire Wildlife Trust, and Arts Connect. The STSA also offers bespoke support and training sessions to schools. These can be delivered as one to one sessions or staff meetings.

The STSA leads on 'Creative Connections Telford' - the local cultural education partnership, which aims to bring together educators and arts and culture partners for the benefit of all children and young people in the borough, and the Future in Mind project, which provides schools with specialised CPD in areas of emotional health & well-being and provides a network of support and shared good practice for attendees. Current projects also include working with Whole School SEND across the region on SEND Reviews and the SEND Governance Guide with SEN Team in Telford and Wrekin. The STSA are the 'local language hub' linked to the DfE English Hubs project, and also have links with the regional Maths hub.

In partnership with the University of Chester, the STSA also offers high quality Primary and Early Years Initial Teacher Training via the School Direct route.

Enquiries on any of the areas offered by STSA can be made via email to info@severnteachingschool.co.uk